

*Board of Trustees
Meeting*

August 14, 2017

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

The Board of Trustees of the San Jacinto Community College District will meet at 4:30 p.m., Monday, August 14, 2017, in Room 201 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**BOARD WORKSHOP
AGENDA**

- I. Call the Meeting to Order**
- II. Roll Call of Board Members**
- III. Open Meeting Act and Public Information Act Training**
- IV. 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:**
 - For the purpose of a private consultation with the Board's attorney on any or all subjects or matters authorized by law.
 - 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.
- V. Reconvene in Open Meeting**
- VI. Discussion of College Vision and Mission**
- VII. Discussion of Board Evaluation Process**
- VIII. Review of Calendar**
- IX. General Discussion of Meeting Items**
- X. Adjournment**

Additional 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.

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, August 11, 2017, this notice was posted on a bulletin board located at a place convenient to the public in the central administrative office of the San Jacinto Community College District, 4624 Fairmont Parkway, Pasadena, Texas, the College’s website, and is readily accessible to the public upon request.

Brenda Hellyer, Ed.D.

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

The Board of Trustees of the San Jacinto Community College District will meet at 7:00 p.m. on Monday, August 14, 2017, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas.

**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

Letter from Senator Ted Cruz Congratulating San Jacinto College on Receiving the Aspen Prize Rising Star Award Brenda Hellyer

Recognition of the Fiscal Affairs Department for Receiving the Certificate of Achievement for Excellence in Financial Reporting Chet Lewis

Recognition of the Purchasing Department for Receiving the 2017 Annual Achievement of Excellence in Procurement Award Chet Lewis

V. Student Success Presentations

Update on Spring 2017 Course Retention and Success George González

VI. Communications to the Board of Trustees

VII. Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board

In accordance with the San Jacinto Community College District Board of Trustees Bylaws, located on the College's website, a citizen desiring to appear before the Board of Trustees shall complete the Application for Hearing before the Board of Trustees and file said application along with any supporting information concerning the citizen's concern, complaint or commendation, with the Executive Assistant to the Chancellor, ten (10) minutes prior to the start of the posted meeting time. The time allotted each citizen or organization for presentation shall be no more than five (5) minutes. The total time for hearing of citizens shall be no more than 60 minutes at any one meeting. Presentation of matters concerning a complaint or charge against a San Jacinto Community College District employee or officer will be heard in closed session unless the individual who is the subject of the charge or complaint requests a public hearing.

VIII. Informative Reports to the Board

- A. San Jacinto College Financial Statement
- B. San Jacinto College Foundation Financial Statement
- C. Capital Improvement Program
- D. San Jacinto College Building Committee Minutes

ACTION ITEMS

- IX. Consideration of Approval of Amendment to the 2016-2017 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants**
- X. Consideration of Approval of the 2018 Board of Trustees Regularly Scheduled Meeting Dates**
- XI. Consideration of Ratification of the College's Vision Statement, Mission Statement, Values, One-College Vision, and Strategic Plan and Approval of the 2017 – 2018 Annual Priorities for San Jacinto College**
- XII. Consideration of Approval of Reauthorization of the Full-time Salary Schedules, Part-time Hourly Pay Rates, and Stipends and Market Premiums for 2017-2018**
- XIII. Consideration of Approval of the Articulation Agreement with Houston Baptist University**
- XIV. Consideration of Approval of the Articulation Agreement Between San Jacinto Community College Honors Program and University of Texas Arlington**
- XV. Consideration of Approval of Dual Credit Provider Memorandum of Understanding**
- XVI. Consideration of Approval of Out-of-District Tuition and Fee Waiver for the Walmart Foundation League of Innovation Grant**

PURCHASING REQUESTS

- XVII. Consideration of Purchasing Requests**

CONSENT AGENDA

- XVIII. 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 July 10, 2017 Board Workshop, Public Budget Hearing, 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**

- XIX. Items for Discussion/Possible Action**

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

- XX. Adjournment**

Closed Session Authority

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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.

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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.

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or
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SAN JACINTO COMMUNITY COLLEGE DISTRICT
Statement of Net Position
June 30,

<u>Assets</u>	<u>2017</u>	<u>2016</u>
Current assets:		
Cash and cash equivalents	\$ 83,502,641	\$ 80,035,454
Investments	-	-
Accounts receivable - taxes	4,408,575	4,246,788
Accounts receivable	14,721,428	15,148,922
Deferred charges	1,480,294	1,675,016
Inventories	443,645	462,236
Total current assets	<u>104,556,583</u>	<u>101,568,416</u>
Noncurrent assets:		
Restricted cash and cash equivalents	182,423,470	216,744,043
Capital assets, net	427,941,384	412,051,502
Total noncurrent assets	<u>610,364,854</u>	<u>628,795,545</u>
Total assets	<u>714,921,437</u>	<u>730,363,961</u>
Deferred outflows of resources:		
Deferred outflow related to pensions	5,502,111	4,542,533
Deferred outflow related to defeased debt	5,524,182	-
Total deferred outflows of resources	<u>11,026,293</u>	<u>4,542,533</u>
Liabilities		
Current liabilities:		
Accounts payable	12,461,764	11,084,305
Accrued liabilities	6,936,525	5,118,482
Accrued compensable absences and deferred compensation	2,612,623	2,592,077
Deferred revenues	13,079,983	13,348,209
Total current liabilities	<u>35,090,895</u>	<u>32,143,073</u>
Noncurrent liabilities:		
Net pension liability	29,942,125	24,842,147
Bonds and notes payable	474,484,434	478,325,091
Total noncurrent liabilities	<u>504,426,559</u>	<u>503,167,238</u>
Total liabilities	<u>539,517,454</u>	<u>535,310,311</u>
Deferred inflows of resources -		
Deferred inflow related to pensions	<u>4,122,366</u>	<u>7,599,287</u>
Net assets		
Beginning of year	166,844,720	176,203,176
Current year addition	15,463,190	15,793,720
Total net position	<u>\$ 182,307,910</u>	<u>\$ 191,996,896</u>

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

Consolidated -All Funds
(Not Including Capital Improvement Program)

	Adjusted Budget	Actual (83.34%)	% Actual to Adjusted Budget	6/30/16	% of 8/31/16 Actual
REVENUES:					
State Appropriations	\$ 46,488,413	\$ 38,079,785	81.91	\$ 36,952,763	81.48
Local Taxes - Maintenance & Operations	64,696,546	63,014,438	97.40	60,434,863	98.96
Local Taxes - Debt Service	27,502,805	26,546,981	96.52	22,291,876	98.94
Credit Tuition	45,355,983	45,237,221	99.74	40,876,732	99.22
Credit Fees	15,571,302	15,458,069	99.27	13,291,034	98.47
Credit Exemptions & Waivers	(4,129,096)	(4,855,414)	117.59	(3,802,262)	97.04
Bad Debt	(2,350,779)	(1,958,983)	83.33	(676,670)	82.48
Continuing Professional Development	5,573,314	4,493,955	80.63	5,892,062	81.07
Sales & Services	1,717,933	1,960,052	114.09	2,112,940	87.04
Loss on Disposal of Fixed Assets	-	(2,086,683)	-	-	-
Investment Income	105,979	1,123,292	1059.92	384,271	69.47
Auxiliary Services	3,373,075	2,907,840	86.21	3,094,784	91.25
Grants	62,790,595	46,995,521	74.84	45,667,120	93.83
Local Grants	2,797,081	1,843,503	65.91	1,687,673	70.64
Total	<u>269,493,151</u>	<u>238,759,577</u>	<u>88.60</u>	<u>228,207,186</u>	<u>93.68</u>
EXPENDITURES:					
Instruction	74,159,025	64,843,817	87.44	60,919,384	87.93
Public Service	5,334,592	4,811,315	90.19	5,213,745	76.10
Academic Support	26,379,317	14,725,829	55.82	13,036,044	81.31
Student Services	16,419,631	12,439,689	75.76	11,622,675	80.77
Institutional Support	73,590,476	49,997,397	67.94	45,988,489	79.62
Physical Plant	18,066,239	13,108,210	72.56	14,269,940	80.41
Scholarships and Fellowships	51,052,142	44,794,117	87.74	44,926,810	95.01
Auxiliary Enterprises	4,490,639	3,742,187	83.33	4,003,987	89.35
Depreciation	20,351,251	15,579,503	76.55	13,279,089	83.42
Capital Purchases	-	(745,677)	-	(846,697)	57.94
Total	<u>289,843,312</u>	<u>223,296,387</u>	<u>77.04</u>	<u>212,413,466</u>	<u>85.55</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(4,077,059)	(3,788,949)	-	(3,072,738)	-
Transfers Out	4,077,059	3,788,949	-	3,072,738	-
Net Increase (Decrease) in Net Position	<u>\$ (20,350,161)</u>	<u>\$ 15,463,190</u>		<u>\$ 15,793,720</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

11 Unrestricted Funds

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
State Appropriations	\$ 36,486,413	\$ 29,539,225	80.96	\$ 28,938,595	81.04
Local Taxes - Maintenance & Operations	64,696,546	63,014,438	97.40	60,434,863	98.96
Credit Tuition	43,628,601	43,298,418	99.24	39,116,028	99.27
Credit Fees	15,571,302	15,458,069	99.27	13,291,034	98.47
Credit Exemptions & Waivers	(4,129,096)	(4,855,414)	117.59	(3,802,262)	97.04
Bad Debt	(2,350,779)	(1,958,983)	83.33	(676,670)	82.48
Continuing Professional Development	5,573,314	4,493,955	80.63	5,892,062	81.07
Sales & Services	1,717,933	1,718,794	100.05	1,996,517	87.42
Loss on Disposal of Fixed Assets	-	(2,086,683)	-	-	-
Investment Income	105,979	263,471	248.61	113,321	77.77
Total	<u>161,300,213</u>	<u>148,885,290</u>	<u>92.30</u>	<u>145,303,488</u>	<u>93.96</u>
EXPENDITURES:					
Instruction	67,615,463	60,145,667	88.95	56,893,075	88.19
Public Service	4,559,274	4,226,423	92.70	4,692,031	75.93
Academic Support	13,869,386	10,126,306	73.01	10,011,735	83.65
Student Services	14,825,107	10,960,666	73.93	10,433,781	80.86
Institutional Support	38,325,381	31,062,666	81.05	32,111,196	82.39
Physical Plant	18,066,239	13,108,210	72.56	14,269,940	80.41
Total	<u>157,260,850</u>	<u>129,629,938</u>	<u>82.43</u>	<u>128,411,758</u>	<u>84.32</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(7,035)	(158,624)	-	(505,378)	-
Transfers Out	4,064,649	3,771,086	-	2,922,909	-
Net Increase (Decrease) in Net Position	<u>\$ (18,251)</u>	<u>\$ 15,642,890</u>		<u>\$ 14,474,199</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

Federal Restricted Funds

	Adjusted Budget	Actual (83.34%)	% Actual to Adjusted Budget	6/30/16	% of 8/31/16 Actual
REVENUES:					
Grants	\$ 57,763,770	\$ 44,258,889	76.62	\$ 43,206,488	93.98
Total	<u>57,763,770</u>	<u>44,258,889</u>	<u>76.62</u>	<u>43,206,488</u>	<u>93.98</u>
EXPENDITURES:					
Instruction	582,092	367,712	63.17	488,672	92.60
Public Service	263,945	174,665	66.17	157,338	76.40
Academic Support	10,099,399	3,125,972	30.95	1,860,864	70.48
Student Services	285,476	233,437	81.77	285,845	96.99
Institutional Support	1,524,143	891,503	58.49	864,024	74.68
Scholarships and Fellowships	45,008,715	39,465,600	87.68	39,549,745	96.12
Total	<u>57,763,770</u>	<u>44,258,889</u>	<u>76.62</u>	<u>43,206,488</u>	<u>93.98</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

State Restricted Funds

	Adjusted Budget	Actual (83.34%)	% Actual to Adjusted Budget	6/30/16	% of 8/31/16 Actual
REVENUES:					
State Paid Benefits	\$ 10,002,000	\$ 8,540,560	85.39	\$ 8,014,168	83.10
Grants	5,026,825	2,736,632	54.44	2,460,632	91.12
Total	<u>15,028,825</u>	<u>11,277,192</u>	<u>75.04</u>	<u>10,474,800</u>	<u>84.85</u>
EXPENDITURES:					
Instruction	5,880,597	4,242,692	72.15	3,449,048	83.34
Public Service	278,743	263,785	94.63	229,707	78.26
Academic Support	1,512,985	1,306,406	86.35	992,136	81.18
Student Services	1,264,602	1,221,311	96.58	856,356	75.24
Institutional Support	3,569,141	2,181,475	61.12	2,876,123	86.01
Scholarships and Fellowships	2,522,757	2,061,523	81.72	2,071,430	93.78
Total	<u>15,028,825</u>	<u>11,277,192</u>	<u>75.04</u>	<u>10,474,800</u>	<u>84.85</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

Local Restricted Funds

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
Local Grants	<u>\$ 2,797,081</u>	<u>\$ 1,843,503</u>	<u>65.91</u>	<u>\$ 1,687,673</u>	<u>70.64</u>
Total	<u>2,797,081</u>	<u>1,843,503</u>	<u>65.91</u>	<u>1,687,673</u>	<u>70.64</u>
EXPENDITURES:					
Instruction	80,873	69,318	85.71	71,617	87.66
Public Service	232,630	146,442	62.95	134,669	78.19
Academic Support	897,547	167,145	18.62	171,309	84.47
Student Services	44,446	24,275	54.62	46,693	88.85
Institutional Support	85,754	37,014	43.16	23,145	36.70
Scholarships and Fellowships	<u>1,793,288</u>	<u>1,476,087</u>	<u>82.31</u>	<u>1,386,182</u>	<u>69.01</u>
Total	<u>3,134,538</u>	<u>1,920,281</u>	<u>61.26</u>	<u>1,833,615</u>	<u>71.05</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(369,208)	(265,403)	-	(251,673)	-
Transfers Out	<u>12,410</u>	<u>17,863</u>	<u>-</u>	<u>149,829</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ 19,341</u>	<u>\$ 170,762</u>		<u>\$ (44,098)</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

27 Texas Public Education Grant

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
Credit Tuition	<u>\$ 1,727,382</u>	<u>\$ 1,938,803</u>	<u>112.24</u>	<u>\$ 1,760,704</u>	<u>98.21</u>
Total	<u>1,727,382</u>	<u>1,938,803</u>	<u>112.24</u>	<u>1,760,704</u>	<u>98.21</u>
EXPENDITURES:					
Scholarships and Fellowships	<u>1,727,382</u>	<u>1,790,907</u>	<u>103.68</u>	<u>1,919,453</u>	<u>99.77</u>
Total	<u>1,727,382</u>	<u>1,790,907</u>	<u>103.68</u>	<u>1,919,453</u>	<u>99.77</u>
TRANSFERS AMONG FUNDS:					
Transfers In	-	-	-	-	-
Transfers Out	-	-	-	-	-
Net Increase (Decrease) in Net Position	<u><u>\$ -</u></u>	<u><u>\$ 147,896</u></u>		<u><u>\$ (158,749)</u></u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

28 Private Gifts and Donations

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
REVENUES:					
Sales & Service	\$ -	\$ 241,258	-	\$ 116,423	81.03
Total	<u>-</u>	<u>241,258</u>	<u>-</u>	<u>116,423</u>	<u>81.03</u>
EXPENDITURES:					
Instruction	<u>-</u>	<u>18,428</u>	<u>-</u>	<u>16,972</u>	<u>88.07</u>
Total	<u>-</u>	<u>18,428</u>	<u>-</u>	<u>16,972</u>	<u>88.07</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 222,830</u>		<u>\$ 99,451</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

Auxiliary Enterprises

	Adjusted Budget	Actual (83.34%)	% Actual to Adjusted Budget	6/30/16	% of 8/31/16 Actual
REVENUES:					
Sales & Services	\$ 40,000	\$ 99,670	249.18	\$ 103,401	88.00
Auxiliary Services	<u>3,333,075</u>	<u>2,808,170</u>	<u>84.25</u>	<u>2,991,383</u>	<u>91.37</u>
Total	<u>3,373,075</u>	<u>2,907,840</u>	<u>86.21</u>	<u>3,094,784</u>	<u>91.25</u>
EXPENDITURES:					
Non-Instructional Labor	799,927	617,340	77.17	768,313	84.16
Benefits	343,203	367,520	107.09	366,445	83.12
Supplies	816,811	474,761	58.12	583,212	86.81
Travel	514,525	471,576	91.65	473,294	91.29
Contracted Services	379,835	249,102	65.58	305,321	90.63
Capital Outlay	-	-	-	8,848	-
Scholarships and Fellowships	1,621,338	1,552,679	95.77	1,480,298	94.36
Utilities	<u>15,000</u>	<u>9,209</u>	<u>61.39</u>	<u>18,256</u>	<u>81.11</u>
Total	<u>4,490,639</u>	<u>3,742,187</u>	<u>83.33</u>	<u>4,003,987</u>	<u>89.35</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(1,117,564)	(834,347)	-	(909,203)	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ -</u>		<u>\$ -</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

95 Retirement of Indebtedness

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
REVENUES					
Investment Income	\$ -	\$ 859,821	-	\$ 270,950	66.50
Local Taxes - Debt Service	<u>27,502,805</u>	<u>26,546,981</u>	<u>96.52</u>	<u>22,291,876</u>	<u>98.94</u>
Total	<u>27,502,805</u>	<u>27,406,802</u>	<u>-</u>	<u>22,562,826</u>	<u>98.36</u>
EXPENDITURES					
Institutional Support	<u>30,086,057</u>	<u>15,824,739</u>	<u>52.60</u>	<u>10,114,001</u>	<u>71.09</u>
Total	<u>30,086,057</u>	<u>15,824,739</u>	<u>52.60</u>	<u>10,114,001</u>	<u>71.09</u>
TRANSFERS AMONG FUNDS:					
Transfers In	(2,583,252)	(2,530,575)	-	(1,406,484)	-
Transfers Out	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Net Increase (Decrease) in Net Position	<u>\$ -</u>	<u>\$ 14,112,638</u>		<u>\$ 13,855,309</u>	

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

97 Investment in Plant

	<u>Adjusted Budget</u>	<u>Actual (83.34%)</u>	<u>% Actual to Adjusted Budget</u>	<u>6/30/16</u>	<u>% of 8/31/16 Actual</u>
EXPENDITURES					
Depreciation	\$ 20,351,251	\$ 15,579,503	76.55	\$ 13,279,089	83.42
Capital Purchases	-	(745,677)	-	(846,697)	57.94
Total	<u>20,351,251</u>	<u>14,833,826</u>	<u>-</u>	<u>12,432,392</u>	<u>85.99</u>
Net Increase (Decrease) in Net Position	<u>\$ (20,351,251)</u>	<u>\$ (14,833,826)</u>		<u>\$ (12,432,392)</u>	

Capital Improvement Program

San Jacinto Community College District
Statement of Revenues, Expenditures and Changes In Net Position
For the Ten Months Ended June 30, 2017

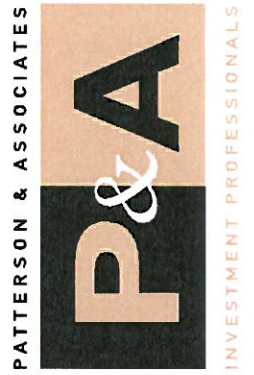
91 Capital Projects

	Adjusted Budget	Actual (83.34%)	6/30/16
REVENUES:			
Investment Income	\$ -	\$ -	\$ -
Total	-	-	-
EXPENDITURES:			
Bond Programs	-	28,760,058	24,582,017
Total	-	28,760,058	24,582,017
Net Increase (Decrease) in Net Position	\$ -	\$ (28,760,058)	\$ (24,582,017)



Monthly Investment Report

June 30, 2017



Economy Slows Slightly in 2nd Quarter

As with all spurts of adrenaline, at some point we slow to catch a breath. The same goes for the markets. This month was a volatile one in most global markets were driven by economic news as well as geo-political events. Central banks are changing direction on the basis of economic news and that news continues to be positive, but slower than the 1Q euphoria. The first quarter optimism for immediate improvements has had a brush with reality in the second quarter. But it is once again riding high.

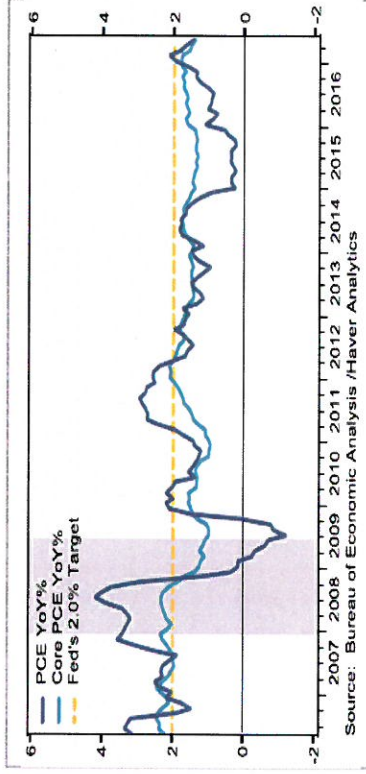
After a strong first quarter, the economy started to slow and consumers stepped back to assess the situation. Coming to the end of the second quarter, that slowing began to cause concern in the markets. Oil prices continued to slide and with it took inflation expectations lower, which is key to the Fed's outlook on a stronger economy.

Both personal income and personal spending were up during the month but below expectations. Income rose only slightly 0.4% taking the YOY rate to 3.5% which is down from January. Spending was up a mere 0.1% with YOY at only 4.2%. Both of these show solid but certainly not robust growth. The consumer has curtailed her spending perhaps based on modest employment markets. Without the consumer, this consumer driven economy will have a difficult time growing past 2%. Consumers make up 2/3 of the economy. The whole quarter has been dismal for retail. Are we in the midst of a major change as brick/mortar and online merge?

The softer consumer spending also lowered GDP slightly, but purchasing managers causing a large spike in orders and inventories, helped balance the scales. The ISM outlooks are the highest since 2014 and manufacturing is surging.

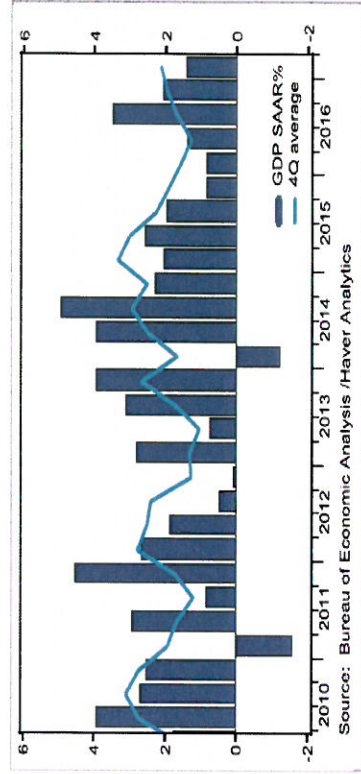
Market and Fed moves all hinge on inflation. CPI and PPI this month pointed to a lower inflation outlook than the 2% needed by the Fed but core PCE (the Fed's primary inflation indicator) rose slightly giving the FOMC room to not disappoint and the overnight rates were raised to 1.25%.

The GDP's final revision for first quarter showed the weakest economy in three years at 0.7% but that number does not take into account a near full employment and consumer confidence at multi-year highs. All layers of government spending fell the most since 2014 and mild winter weather decreased the need for heating as well as heavy coats. However, business investment improved, with spending on equipment, jumping (9.1%) thanks to rising gas and oil well drilling as oil prices continue a slow recovery from multi-year lows.



The housing sector had mixed results. The existing home inventory is down to 3 months going into the buying season. Blamed on a lower inventory of available homes and increasing prices, the existing home sales were meager and pending sales fell, but, home building rose a healthy 13.7%. Non-residential structures were even more robust across the country.

Low inflation and low pricing pressure matched to a full employment picture spurred the stock markets even with lower expectations for 2017 changes in tax rules and health care. As the US settles into a more normal pace, challenges remain.



Global Central Banks Change Course to Normalcy

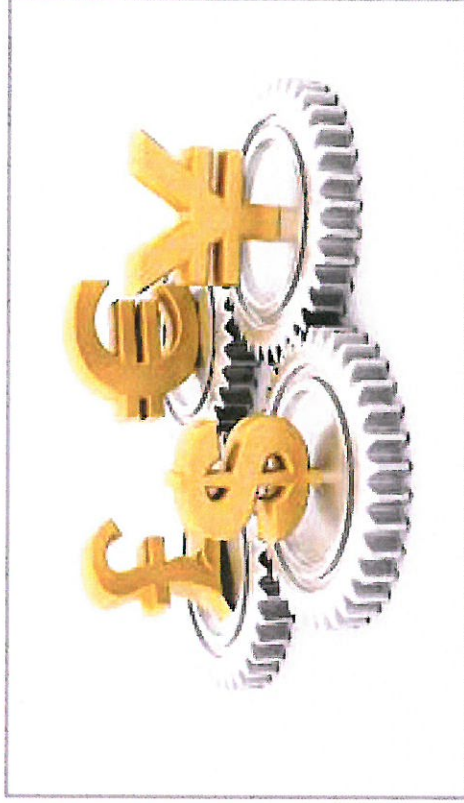
For the past year the Fed has been out of sync with the other central banks, which saw their economies at much lower stages of recovery. But a major change is occurring as major central banks (CB) also start talking about tightening by adding a definite hawkish bent to their rhetoric. The Fed telegraphed the change and it went smoothly for the markets. The weeks of hawkish tones in the US resulted in a rate hike in June. While Yellen falls short of future policy specifics, the Chairman did move markets by referring to asset markets as "frothy," suggesting at least some Fed officials have justification outside of the recent "soft" data to move forward with a faster rate hike path.

After battling deflation and dislocation for so long there is an end in sight for the CB. With the economic picture improving around the world, the CB are coming to the same position and additionally mulling ways to unwind the massive easing programs of the past years. We may be moving from data dependency to strategy, but raking liquidity away from the markets will be a herculean task affecting rates and currencies. With CBs at various stages, the rates fluctuations, flow of funds and currencies changes are intense.

Across the pond, Mario Draghi of the ECB surprised the markets this month by talking of a readiness to roll back ECB support. Draghi based his decision on deflation in the Eurozone. His ever cautious tone did also hint at a pull back on their buy-back of debt by the end of 2017. ECB could scale back purchases without first raising rates. Raising rates is one step, but slowing or halting the enormous purchases of debt to keep rates low requires a fine hand and timing around the globe.

The Bank of England and Canada echoed Draghi's tone. Both banks are hinting at rate increases. Just on the talk, Canada's 2 year went over 1% for the first time in 2 years and the loonie soared. Similar reactions will occur in each move. The global move away from easing will bring other sovereign rates up and challenge the US position as the highest rates, which may drag our rates higher especially in the long end.

Core inflation in Japan turned positive this year for the first time in two years, changing the discussion from easing to tightening.



The need for extraordinary loose money is diminishing – finally.

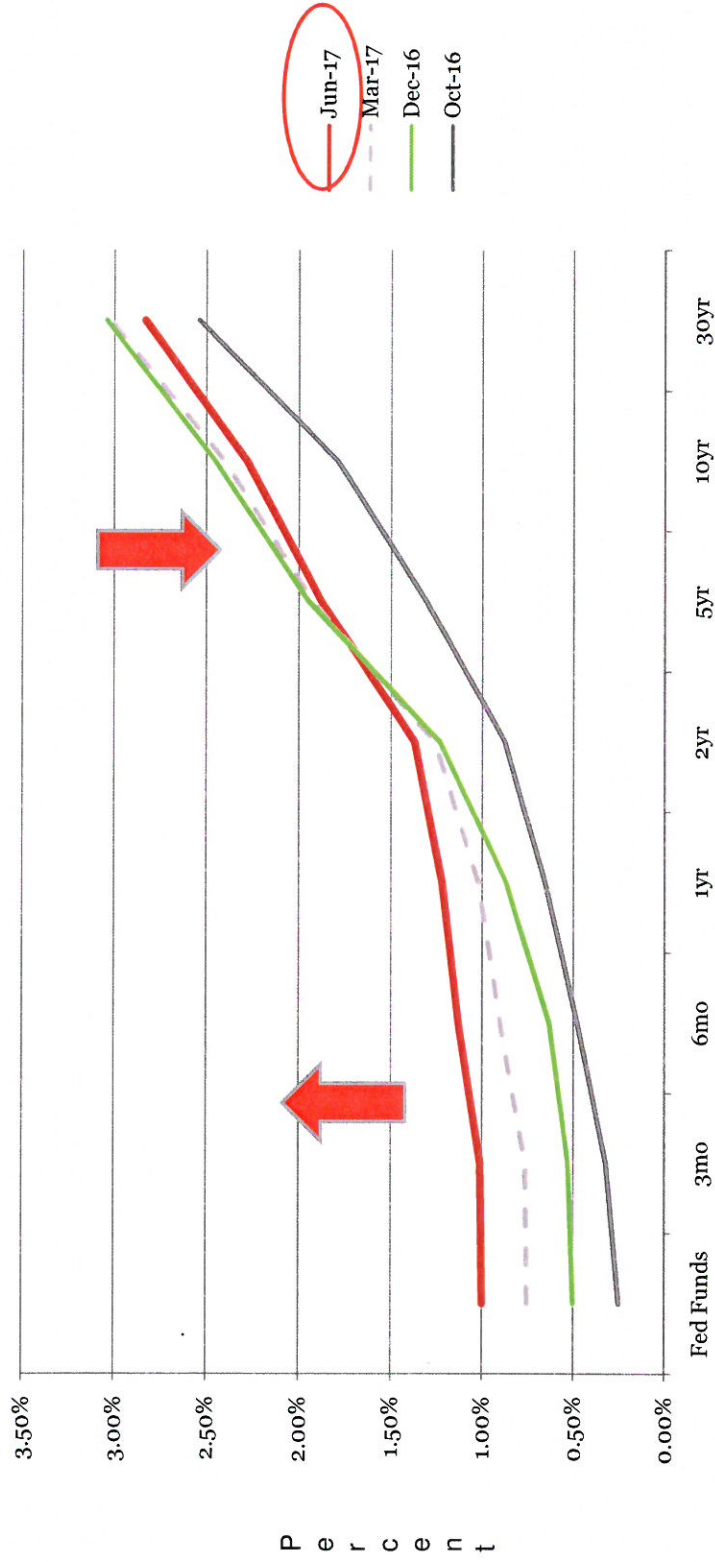
The bond markets may however react with a temper tantrum as profits fade for bond traders. The markets will have to adjust as central banks pull money back under control and rates rise in response on news that economies are growing and improving.

Geo-political events roiling the markets have been almost too numerous to mention this month: terrorists right before the UK elections, Comey testimony airing, Congress choosing politics over reform moves, Datar disruptions, North Korean taunts, the Saudi king ousting his nephew, etc. etc. Even with these major disruptions it is heartening to see the market focus on fundamentals, which point to a slow and steady improvement across the economy.

The remaining fear will be of a flattening curve as short term rates rise on easing moves, but long term rates decline as money finds a balance.

Rates Flattening is a Scary Sign

- Rates have been steadily flattening despite Mnuchin's hint of a ultra long bond
- Rates are making a dangerous move to a flat curve (short rates moving up and longer rates moving down)
- The short end is no mystery as the Fed hikes rates (0.75 to 1.25% this year alone)
- The long end faces challenges from uncertainty in reforms and low inflation
- As low as our US rates are, they remain above other global options which continues to push rates down on simple supply and demand issues

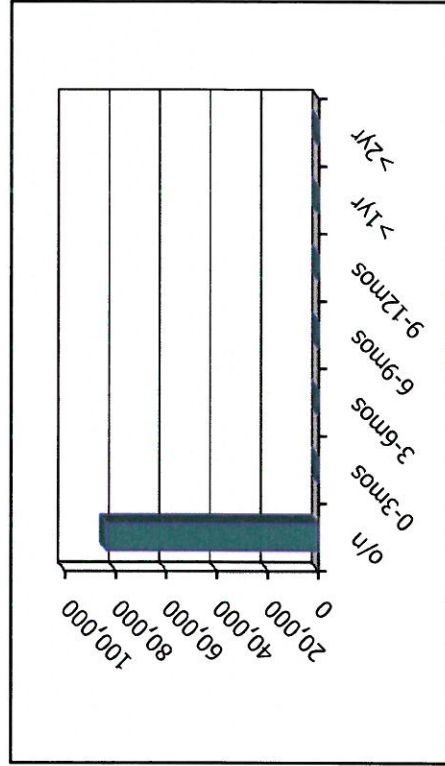
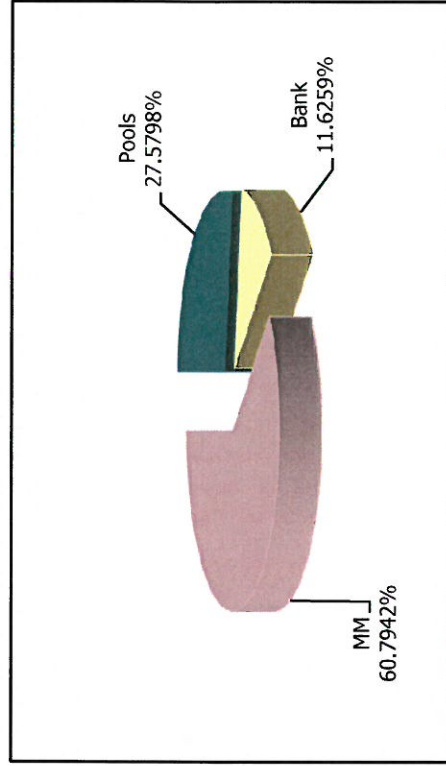


End of Month Rates - Full Yield Curve - Fed Funds to 30yr

General Portfolio

As of June 30, 2017

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
- The very short-term rates continue to move up with the Fed's move and short term alternatives are available especially for those with access to commercial paper. Rates beyond one year will easily best the pools.
- Banks remain *uninterested* in new deposits and municipal debt has become less attractive with decreased supply.
- It is time to reduce cash balances and stretch out longer and into the two year area if possible.



Bond Portfolio

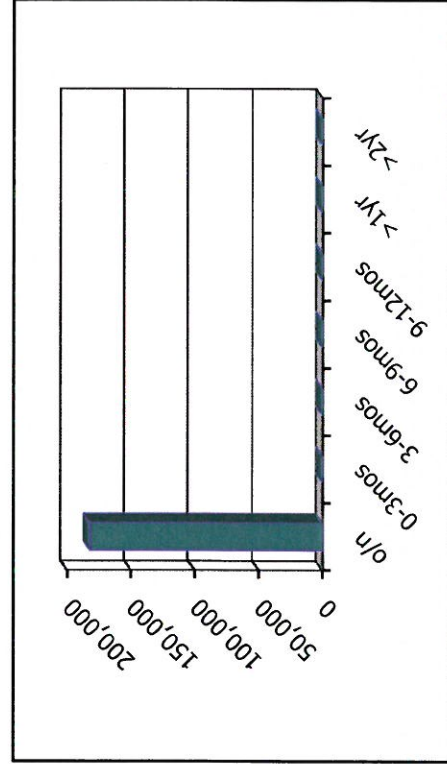
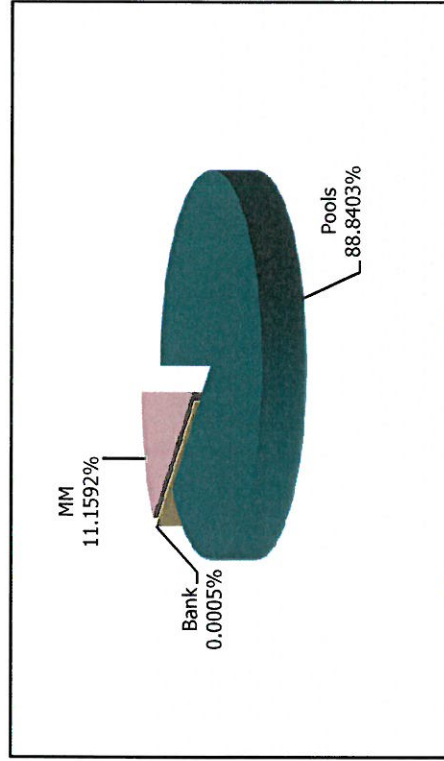
As of June 30, 2017

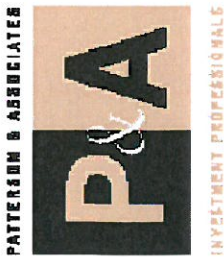
PATTERSON & ASSOCIATES



INVESTMENT PROFESSIONALS

- P&A constantly reviews your portfolio for optimal asset allocation and a controlled average maturity because a diversified portfolio can better adjust to volatile market conditions.
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- It is time to reduce cash balances and stretch out longer and into the two year area if possible.





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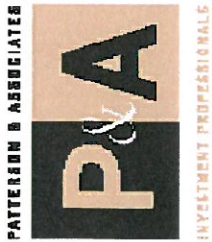
San Jacinto Community College
 Portfolio Management
 Portfolio Summary
 June 30, 2017

Investments	Par Value	Market Value	Book Value	% of Portfolio	Term	Days to Maturity	YTM 365 Equiv.
Passbook/Checking Accounts	9,708,063.76	9,708,063.76	9,708,063.76	3.65	1	1	0.000
Investment Pools/Money Markets	256,218,047.29	256,218,047.29	256,218,047.29	96.35	1	1	0.789
Investments	265,926,111.05	265,926,111.05	265,926,111.05	100.00%	1	1	0.760

Total Earnings	June 30 Month Ending	Fiscal Year To Date
Current Year	169,812.49	1,133,643.08

The following reports are submitted in accordance with the Public Funds Investment Act (Texas Gov't Code 2256). The reports also offer supplemental information not required by the Act in order to fully inform the governing body of the San Jacinto Community College/Foundation of the position and activity within the College's and Foundation's portfolio of investments. The reports include a management summary overview, a detailed inventory report for the end of the period, a transaction report, as well as graphic representations of the portfolio to provide full disclosure to the governing body.

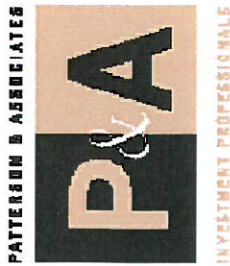

 Vice Chancellor of Fiscal Affairs
 7/22/17



San Jacinto Community College
Summary by Type
June 30, 2017
Grouped by Fund

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Security Type	Number of Investments	Par Value	Book Value	% of Portfolio	Average YTM 365	Average Days to Maturity
Fund: Bond Funds						
Investment Pools/Money Markets	10	182,423,469.76	182,423,469.76	68.60	0.821	1
Subtotal	10	182,423,469.76	182,423,469.76	68.60	0.821	1
Fund: Consolidated Portfolio						
Passbook/Checking Accounts	9	9,708,063.76	9,708,063.76	3.65	0.000	1
Investment Pools/Money Markets	6	73,794,577.53	73,794,577.53	27.75	0.710	1
Subtotal	15	83,502,641.29	83,502,641.29	31.40	0.627	1
Total and Average	25	265,926,111.05	265,926,111.05	100.00	0.760	1



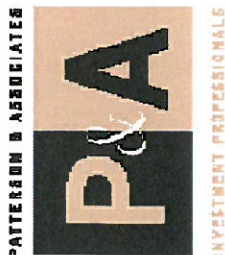
**San Jacinto Community College
Fund BOND - Bond Funds
Investments by Fund
June 30, 2017**

Patterson & Associates
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CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Investment Pools/Money Markets											
708340211	10064	JPM - Debt Service	12/05/2007	446.56	446.56	446.56	0.140	0.138	0.140		1
XXX794	10228	East West ICS 08 Bond Proceeds	09/09/2014	1,751,054.08	1,751,054.08	1,751,054.08	0.750	0.739	0.750		1
XXX844	10229	East West ICS Debt Service	09/09/2014	8,099,497.92	8,099,497.92	8,099,497.92	0.750	0.739	0.750		1
86-72000794	10231	East West MM 08 Bond Proceeds	09/09/2014	250,154.11	250,154.11	250,154.11	0.750	0.739	0.750		1
86-72004242	10233	East West MM 15 Bond Proceeds	08/06/2015	10,006,164.37	10,006,164.37	10,006,164.37	0.750	0.739	0.750		1
86-72000844	10232	East West MM Debt Service	09/09/2014	250,154.11	250,154.11	250,154.11	0.750	0.739	0.750		1
999999999	10084	LSIP GOF - 2008 Bond Proceeds	10/03/2008	6,221,443.38	6,221,443.38	6,221,443.38	0.830	0.818	0.830		1
999999917	10234	LSIP GOF - 2015 Bond Proceeds	08/06/2015	1,311,025.93	1,311,025.93	1,311,025.93	0.830	0.818	0.830		1
999999918	10235	LSIP GOF - 2016 Bond Proceeds	04/20/2016	146,309,596.24	146,309,596.24	146,309,596.24	0.830	0.818	0.830		1
999999916	10106	LSIP GOF - Debt Service	07/30/2009	8,223,933.06	8,223,933.06	8,223,933.06	0.830	0.818	0.830		1
Subtotal and Average				182,423,469.76	182,423,469.76	182,423,469.76		0.810	0.821		1
Total Investments and Average				182,423,469.76	182,423,469.76	182,423,469.76		0.810	0.821		1

Fund GEN - Consolidated Portfolio
Investments by Fund
June 30, 2017

CUSIP	Investment #	Issuer	Purchase Date	Book Value	Par Value	Market Value	Current Rate	YTM 360	YTM 365	Maturity Date	Days To Maturity
Passbook/Checking Accounts											
1390012195A	10164	Bank of America - Operating	09/01/2016	659.11	659.11	659.11					1
9999999914	10089	Credit Cards - In Transit	09/01/2016	8,587.08	8,587.08	8,587.08					1
708340062	10086	Disbursements	09/01/2016	-1,032,691.77	-1,032,691.77	-1,032,691.77					1
707759296	10069	JPM - Federal Programs	09/01/2016	0.00	0.00	0.00					1
707759338	10062	JPM - Operating	09/01/2016	10,755,703.95	10,755,703.95	10,755,703.95					1
707759346	10085	Payroll Fund	09/01/2016	-39,344.57	-39,344.57	-39,344.57					1
9999999913	10088	Petty Cash	09/01/2016	20,025.00	20,025.00	20,025.00					1
707759353	10181	Student Deferred Income	09/01/2016	0.00	0.00	0.00					1
707759361	10103	JPM - Workmen's Comp	09/01/2016	-4,875.04	-4,875.04	-4,875.04					1
				Subtotal and Average	9,708,063.76	9,708,063.76		0.000	0.000		1
Investment Pools/Money Markets											
XXX810	10227	EastWest ICS	09/09/2014	40,270,765.42	40,270,765.42	40,270,765.42	0.750	0.739	0.750		1
86-7200810	10230	EastWest MM	09/09/2014	250,154.11	250,154.11	250,154.11	0.750	0.739	0.750		1
9999999993	10034	LSIP GOF - Operating	09/01/2007	7,759,938.88	7,759,938.88	7,759,938.88	0.830	0.818	0.830		1
707759320	10035	JPM - Money Market	09/01/2007	10,003,337.01	10,003,337.01	10,003,337.01	0.200	0.197	0.200		1
9999999996	10038	TCB - Money Market	09/28/2007	240,360.13	240,360.13	240,360.13	0.350	0.345	0.350		1
9999999991	10032	TexPool	09/01/2007	15,270,021.98	15,270,021.98	15,270,021.98	0.882	0.869	0.881		1
				Subtotal and Average	73,794,577.53	73,794,577.53		0.700	0.710		1
				Total Investments and Average	83,502,641.29	83,502,641.29		0.619	0.627		1



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San Jacinto Community College
Interest Earnings
Sorted by Fund - Fund
June 1, 2017 - June 30, 2017
Yield on Average Book Value

CUSIP	Investment #	Fund	Security Type	Ending Par Value	Beginning Book Value	Average Book Value	Maturity Date	Current Annualized Rate	Annualized Yield	Adjusted Interest Earnings		
										Interest Earned	Amortization/ Accretion	Adjusted Interest Earnings
Fund: Bond Funds												
708340211	10064	BOND	RRP	446.56	446.51	446.51		0.140	0.136	0.05	0.00	0.05
999999999	10084	BOND	RRP	6,221,443.38	6,422,125.08	6,348,177.68		0.830	0.832	4,341.09	0.00	4,341.09
999999999	10106	BOND	RRP	8,223,933.06	8,064,912.89	8,145,487.07		0.830	0.833	5,576.60	0.00	5,576.60
XXX794	10228	BOND	RRP	1,751,054.08	1,751,076.63	1,751,076.88		0.750	0.750	1,079.08	0.00	1,079.08
XXX844	10229	BOND	RRP	8,099,497.92	8,093,136.66	8,094,697.32		0.750	0.750	4,991.14	0.00	4,991.14
86-72000794	10231	BOND	RRP	250,154.11	250,159.25	250,005.14		0.750	0.750	154.11	0.00	154.11
86-72000844	10232	BOND	RRP	250,154.11	250,159.24	250,005.14		0.750	0.750	154.11	0.00	154.11
86-72004242	10233	BOND	RRP	10,006,164.37	10,006,369.85	10,000,205.48		0.750	0.750	6,164.37	0.00	6,164.37
9999999917	10234	BOND	RRP	1,311,025.93	1,571,273.91	1,423,741.40		0.830	0.828	969.23	0.00	969.23
9999999918	10235	BOND	RRP	146,309,596.24	146,524,058.59	146,373,325.71		0.830	0.833	100,156.47	0.00	100,156.47
			Subtotal	182,423,469.76	182,933,718.61	182,637,167.32			0.823	123,586.25	0.00	123,586.25
Fund: Consolidated Portfolio												
999999991	10032	GEN	RRP	15,270,021.98	11,176,860.81	13,143,388.83		0.882	0.889	9,606.90	0.00	9,606.90
999999996	10038	GEN	RRP	240,360.13	240,291.01	240,293.31		0.350	0.350	69.12	0.00	69.12
707759320	10035	GEN	RRP	10,003,337.01	10,001,695.73	10,001,750.44		0.200	0.200	1,641.28	0.00	1,641.28
999999993	10034	GEN	RRP	7,759,938.88	20,016,248.07	14,638,351.45		0.830	0.826	9,938.88	0.00	9,938.88
XXX810	10227	GEN	RRP	40,270,765.42	40,239,445.38	40,246,800.84		0.750	0.750	24,815.95	0.00	24,815.95
86-7200810	10230	GEN	RRP	250,154.11	250,159.24	250,005.14		0.750	0.750	154.11	0.00	154.11
			Subtotal	73,794,577.53	81,924,700.24	78,520,590.00			0.716	46,226.24	0.00	46,226.24
			Total	256,218,047.29	264,858,418.85	261,157,757.32			0.791	169,812.49	0.00	169,812.49

San Jacinto College Foundation
Statement of Financial Position
As of June 30, 2017

ASSETS	
Current Assets	
Checking/Savings	
General Fund	\$1,160,789
Other Funds	-
Total Checking/Savings	1,160,789
Accounts Receivable	
Other Receivable	900
Pledge Receivables	413,500
Special Events Receivables	28,555
Total Accounts Receivable	442,955
Other Current Assets	
Short Term Investments	
Goldman Sachs	9,886,781
Capital Bank CD	203,475
Prosperity Bank	202,257
Total SJC Short Term Investments	10,292,513
Total Current Assets	11,896,257
TOTAL ASSETS	\$11,896,257
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Event Payable	635
Grants Payable	54,805
Programs Payable	33,164
Endowments Payable	107,503
Scholarship Payables	107,332
Student Success Payables	8,493
Total Accounts Payable	311,932
Total Current Liabilities	311,932
Total Liabilities	311,932
Equity	
Net Assets	10,725,964
Net Income	858,362
Total Equity	11,584,325
TOTAL LIABILITIES & EQUITY	\$11,896,257

Note: Year-end draft prior to any audit adjustments.

San Jacinto College Foundation
Statement of Activities
For the Period Ending June 30, 2017

	2017	2016	Favorable / (Unfavorable)
Ordinary Income/Expense			
Income			
Contributions			
Grant Contributions	\$17,310	\$136,500	(\$119,190)
Permanently Restricted	276,242	225,078	\$51,164
Program Sponsorship	254,790	742,259	(\$487,470)
Unrestricted	0	477,677	(\$477,677)
Unrestricted Foundation	0	6,975	(\$6,975)
Temporarily Restricted	580,012	104,232	475,779
Total Contributions	<u>1,128,353</u>	<u>1,692,722</u>	<u>(564,369)</u>
Other Income			
Special Events	148,122	432,523	(284,401)
Investment Income	199,375	307,572	(108,197)
Realized Gain / (Loss)	1,211,386	159,994	1,051,392
Unrealized Gain / (Loss)	(1,075,229)	173,632	(1,248,861)
Total Other Income	<u>483,654</u>	<u>1,073,721</u>	<u>(590,067)</u>
Total Income	1,612,007	2,766,443	(1,154,436)
Expense			
Programs			
Scholarships Awarded	356,720	311,280	(45,440)
Grants Awarded	46,645	109,302	62,656
Programs Sponsored	181,920	389,882	207,962
Student Success Initiatives	34,677	35,277	600
Total Programs	<u>619,962</u>	<u>845,741</u>	<u>225,779</u>
Supporting Services			
Management and General	36,915	488,921	452,006
Fundraising	89,494	191,328	101,835
Sponsorship Expense	7,275	5,322	(1,953)
Total Supporting Services	<u>133,684</u>	<u>685,571</u>	<u>551,888</u>
Total Expense	<u>753,646</u>	<u>1,531,312</u>	<u>777,666</u>
Net Ordinary Income	858,362	1,235,131	(376,769)
Other Income / Expenses			
Net Other Income	<u>\$858,362</u>	<u>\$1,235,131</u>	<u>(376,769)</u>

Note: Year-end draft prior to any audit adjustments including Inkind Contributions & Expenses from San Jacinto College will be recorded once available.



Contributions Report
June 2017

Donors	Amount	Fund
Corporations	\$25,343	Foundation Memorial, Golf, Houston Chemical Association, Veteran's Center
Foundations	38,500	Albert & Ethel Herzstein, Dunn Scholarship, Golf
Individuals	2,973	Energy Venture, Jennifer Puryear Scholarship, Joseph Cantalamessa Scholarship, Pasadena Rotary Foundation, Robert & Johana Thomas Scholarship, Veteran's Center
Total Donation	66,816	
Employee Contributions		
Various	2,018	Brysch Garza Firefighter Scholarship, Catherine O'Brien Emergency, Dunseith Sr. Memorial, Golf, John Locke Memorial, Promise for their Future, Veteran's Center
Total Employee Contributions	<u><u>2,018</u></u>	
Total Contributions	<u><u>\$68,835</u></u>	

2008 Capital Improvement Program								
Report As of June 30, 2017								
Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
North								
2612 - NC Plant Chiller	14,225	1,651,097	1,665,322	-	192,753	1,450,060	22,509	98.65%
Sub-total	14,225	1,651,097	1,665,322	-	192,753	1,450,060	22,509	98.65%
South								
3601 - SC Softball Improvements	26,500	18,885	45,385	-	2,787	28,791	13,807	69.58%
Sub-total	26,500	18,885	45,385	-	2,787	28,791	13,807	69.58%
District								
720100 - Program Management	-	623,136	623,136	-	38,372	22,186	562,578	9.72%
726800 - Contingency	15,476,260	(7,359,576)	8,116,685	-	-	-	8,116,685	-
726907 - Graphics Phase II	50,000	-	50,000	-	29,680	-	20,320	59.36%
Sub-total	15,526,260	(6,736,440)	8,789,821	-	68,052	22,186	8,699,583	1.03%
Projects Substantially Complete								
2601 - NC Baseball Batting and Pitching	475,965	114,992	590,957	16,903	9,039	572,413	9,505	98.39%
Sub-total	475,965	114,992	590,957	16,903	9,039	572,413	9,505	98.39%
Projects Closed								
1001 - CC Primary Service Retrofit	2,774,950	1,695,228	4,470,178	-	-	4,470,178	-	100.00%
1102 - CC In-Fill	47,572	1,148,648	1,196,220	-	-	1,196,220	-	100.00%
1109 - CC Maintenance & Police Bldg	3,560,360	2,702,048	6,262,408	-	-	6,262,408	-	100.00%
1202 - CC Davis Library	8,418,096	(155,756)	8,262,340	-	-	8,262,340	-	100.00%
1203 - CC Anders Gym	10,398,474	(10,288,751)	109,723	-	-	109,723	-	100.00%
1217 - CC Transportation Center Buildout	-	1,039,383	1,039,383	-	-	1,039,383	-	100.00%
1301 - CC Building 31 Renovation	-	497,887	497,887	-	-	497,887	-	100.00%
1817 - CC Transportation Center	17,333,267	2,998,752	20,332,019	(137,768)	-	20,332,019	-	100.00%
1818 - CC Industrial Tech Buildings	7,758,416	(3,727,679)	4,030,737	-	-	4,030,737	-	100.00%
1820 - CC Paving & Drainage	10,490,274	(913,895)	9,576,379	(207,575)	-	9,576,379	-	100.00%
1821 - CC Allied Health Addition	10,568,880	1,189,925	11,758,805	296,549	-	11,758,805	-	100.00%
1908 - CC Science Building	35,752,627	(148,641)	35,603,986	-	-	35,603,986	-	100.00%
1909 - CC Petrochem/Vo Tech Building	-	175,822	175,822	-	-	175,822	-	100.00%
2102 - NC In-Fill	23,086	835,842	858,928	-	-	858,928	-	100.00%
2201 - NC Lehr Library	2,022,600	11,807,330	13,829,930	(33,068)	-	13,829,930	-	100.00%
2202 - NC Nichols Gym	4,949,996	(4,931,379)	18,617	-	-	18,617	-	100.00%
2401 - NC Outdoor Lighting	13,472	785	14,257	-	-	14,257	-	100.00%
2402 - NC MET Infrastructure N Library	851,510	(792,067)	59,443	-	-	59,443	-	100.00%
2901 - NC Paving & Drainage	3,142,449	(435,395)	2,707,054	(15,714)	-	2,707,054	-	100.00%
2903 - NC Student Success Center	11,093,580	801,084	11,894,664	(499,063)	-	11,894,664	-	100.00%
2906 - NC Science & Allied Health	42,240,000	(6,014,982)	36,225,018	-	-	36,225,018	-	100.00%
3102 - SC In-Fill	23,086	947,381	970,467	-	-	970,467	-	100.00%
3201 - SC Parker Williams Library	2,449,600	369,372	2,818,972	-	-	2,818,972	-	100.00%
3202 - SC Smallwood Gym	6,919,331	(6,900,774)	18,557	-	-	18,557	-	100.00%
3401 - SC Traffic Signal Relocation	75,988	(25,773)	50,215	-	-	50,215	-	100.00%
3402 - SC Water and Electrical Upgrade	29,305	(5,044)	24,261	-	-	24,261	-	100.00%
3903 - SC Student Success Center	8,220,000	2,074,228	10,294,228	109,650	-	10,294,228	-	100.00%
3905/3911 - SC Paving & Drainage	2,747,068	7,891,993	10,639,061	-	-	10,639,061	-	100.00%
3906 - SC Mechanical Upgrades	1,252,855	(558,604)	694,251	(19,524)	-	694,251	-	100.00%
3907 - SC MEP Infrastructure	4,381,500	283,388	4,664,888	-	-	4,664,888	-	100.00%
*3908 - SC Primary Service at New Site	809,625	(809,625)	-	-	-	-	-	-
3909 - SC Science & Allied Health	53,868,525	(6,251,380)	47,617,145	-	-	47,617,145	-	100.00%
1828/2814/3817 - D DDC Network	2,190,750	318,314	2,509,064	-	-	2,509,064	-	100.00%
6003 - D Graphics	900,000	724,824	1,624,824	-	-	1,624,824	-	100.00%
6007 - D Furniture Consultant	335,000	(335,000)	-	-	-	-	-	-
6601 - D Generation Park	200,000	12,577	212,577	-	-	212,577	-	100.00%
6602 - D District Board Room Renovation	144,951	1,521	146,472	-	-	146,472	-	100.00%
6705 - D Data Networking	3,100,000	130,204	3,230,204	-	-	3,230,204	-	100.00%
6803 - Maritime Training Facility	18,000,000	9,081,110	27,081,110	248,293	-	27,081,110	-	100.00%
6902 - D Campus Mechanical Upgrades	1,869,857	518,564	2,388,421	(3,767)	-	2,388,421	-	100.00%
Sub-total	278,957,050	4,951,465	283,908,515	(261,987)	-	283,908,515	-	100.00%
TOTALS	295,000,000	-	295,000,000	(245,084)	272,631	285,981,965	8,745,404	97.04%
*Funds reallocated to other projects.								
	FY 2008	136,403	FY 2012	89,492,069	FY 2016	11,729,185		
	FY 2009	3,442,083	FY 2013	41,378,480	FY 2017	6,040,177		
	FY 2010	24,831,811	FY 2014	17,693,910				
	FY 2011	64,513,921	FY 2015	26,723,926				
Total CIP Expenditures						285,981,965		

2015 Revenue Bond

As of June 30, 2017

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/Expensed
North - CIT								
North CIT - 904605-722909	47,591,645	-	47,591,645	-	640,857	41,233,892	5,716,896	87.99%
Contingency (726900)	2,408,355	-	2,408,355	-	-	-	2,408,355	-
Sub-total	50,000,000	-	50,000,000	-	640,857	41,233,892	8,125,251	83.75%
Fiscal Year 2015 CIP Expenditure	843,435							
Fiscal Year 2016 CIP Expenditure	21,702,061							
Fiscal Year 2017 CIP Expenditure	18,688,396							
Total CIP Expenditure	41,233,892							

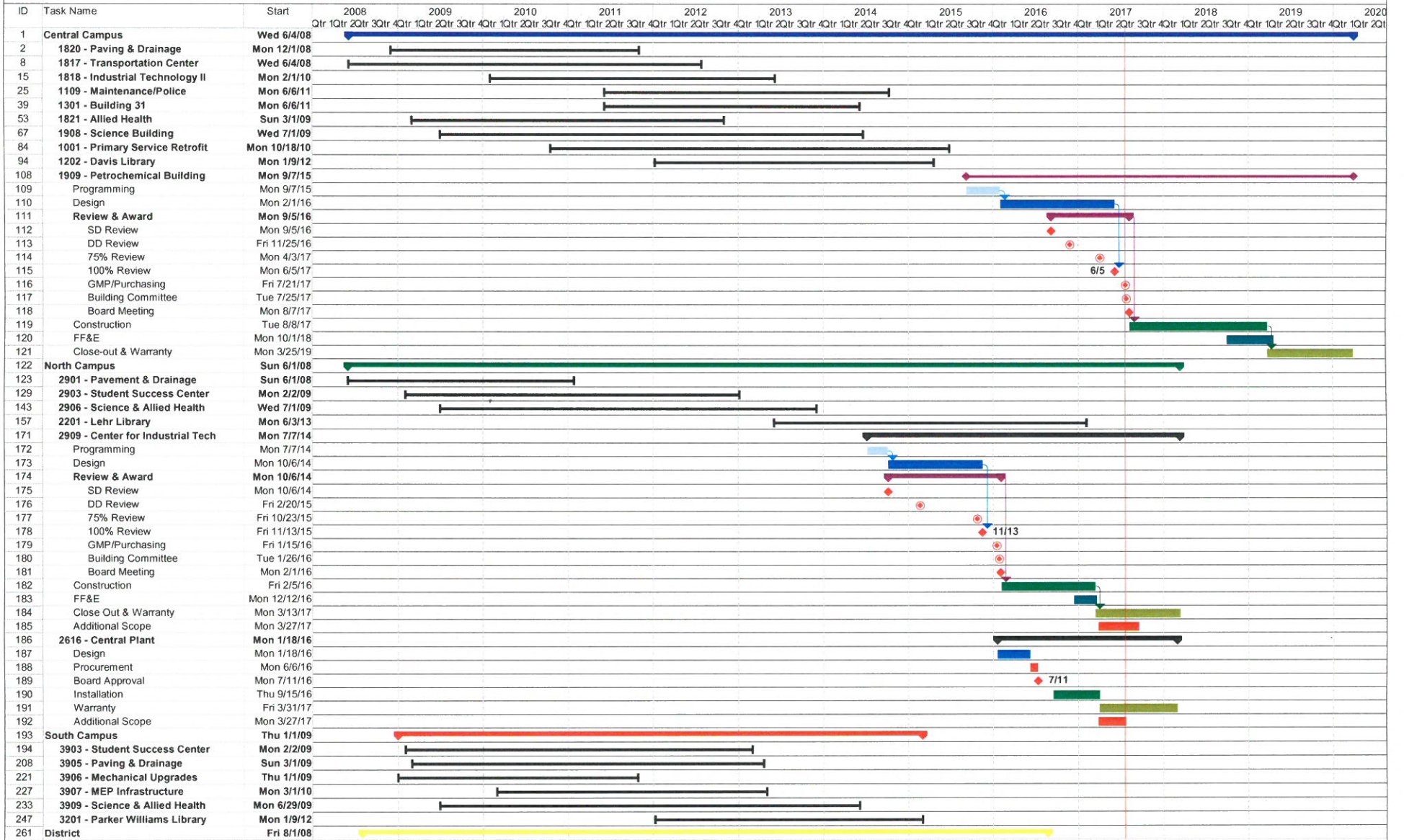
2015 Bond - San Jac Tomorrow Capital Improvement Program

Report as of June 30, 2017

Project	Base Budget	Budget Adjustments	Current Budget	Executed Change Orders	Encumbered Funds	YTD Expenditures	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central								
1601 - CC Petrochemical Center	52,450,000	337,630	52,787,630	-	1,416,915	2,313,736	49,056,979	7.07%
1601A - CC Petrochem Process Plant	-	7,630,389	7,630,389	-	60,071	25,387	7,544,931	1.12%
1601B - CC Petrochem Extended Site Development	-	7,946,009	7,946,009	-	-	-	7,946,009	-
1602 - CC Welcome Center	16,600,000	2,810,920	19,410,920	-	801,525	75,644	18,533,751	4.52%
1602A - CC Welcome Center Site Development	-	3,000,000	3,000,000	-	-	-	3,000,000	-
1603 - CC Class Room Building	47,155,000	(1,475,952)	45,679,049	-	44,300	26,650	45,608,099	0.16%
1604 - CC Central Data Closets	2,444,000	(76,497)	2,367,503	-	29,000	-	2,338,503	1.22%
1605 - CC Central Access Security	1,852,000	(578,768)	1,273,232	-	29,976	191	1,243,065	2.37%
1606 - CC Frels Demo	1,153,000	-	1,153,000	-	-	-	1,153,000	-
1607 - CC Davison Building Reno	14,970,000	(468,561)	14,501,439	-	-	-	14,501,439	-
1608 - CC McCollum Center Reno	24,685,000	(772,641)	23,912,359	-	-	-	23,912,359	-
1609 - CC McCollum North Reno	2,535,000	(79,346)	2,455,655	-	-	-	2,455,655	-
1610 - CC Ball Demo	1,725,000	-	1,725,000	-	-	-	1,725,000	-
1611 - CC Anderson Demo	2,654,000	(83,070)	2,570,930	-	-	-	2,570,930	-
1612 - CC Stadium and Track Demo	174,000	(5,446)	168,554	-	-	-	168,554	-
1613 - CC Central DDC Network	1,160,000	(36,308)	1,123,692	-	224,660	3,174	895,858	20.28%
1614 - CC Central Plant Upgrades	1,160,000	(36,308)	1,123,692	-	-	-	1,123,692	-
Sub-total	170,717,000	18,112,052	188,829,052	-	2,606,447	2,444,782	183,777,823	2.68%
North								
2601 - NC Cosmetology & Culinary Center	22,845,000	(715,048)	22,129,952	-	33,597	53,207	22,043,148	0.39%
2602 - NC North Data Closets	915,000	(28,640)	886,360	-	34,140	-	852,220	3.85%
2604 - NC Lehr Library Demo	650,000	(20,345)	629,655	-	193,321	12,318	424,016	32.66%
2605 - NC North Access/Security	877,000	93,950	970,950	-	22,482	191	948,277	2.34%
2606 - NC Wheeler Reno	14,300,000	(447,590)	13,852,410	-	10,800	-	13,841,610	0.08%
2607 - NC Brightwell Reno	6,628,000	(207,456)	6,420,544	-	-	-	6,420,544	-
2608 - NC Spencer Reno	13,000,000	(406,900)	12,593,100	-	-	-	12,593,100	-
2609 - NC North DDC Network	580,000	(18,154)	561,846	-	106,361	1,600	453,885	19.22%
2610 - NC Underground Utility Tunnel	11,600,000	(6,100,000)	5,500,000	-	410,200	-	5,089,800	7.46%
2612 - NC Uvalde Expansion	5,000,000	-	5,000,000	-	-	-	5,000,000	-
Sub-total	76,395,000	(7,850,183)	68,544,817	-	810,901	67,316	67,666,600	1.28%
South								
3601 - SC Engineering & Technology Center	28,400,000	(888,920)	27,511,080	-	10,016	100,361	27,400,703	0.40%
3602 - SC Cosmetology Center	16,213,000	(507,466)	15,705,534	-	24,146	42,476	15,638,912	0.42%
3603 - SC Longenecker Reno	22,555,000	(705,972)	21,849,028	-	35,068	4,117	21,809,843	0.18%
3604 - SC South Data Closets	765,000	(23,944)	741,056	-	20,140	-	720,916	2.72%
3605 - SC South Primary electrical Upgrade	5,800,000	(181,540)	5,618,460	-	-	-	5,618,460	-
3606 - SC South Access/ Security	599,000	214,250	813,250	-	18,735	191	794,324	2.33%
3607 - SC South HW/CW Relocation	10,266,000	(321,326)	9,944,674	-	-	-	9,944,674	-
3608 - SC South Sanitary Sewer Rehabilitation	1,160,000	(36,308)	1,123,692	-	-	-	1,123,692	-
3610 - SC Jones Reno	13,803,000	(432,034)	13,370,966	-	-	-	13,370,966	-
3611 - SC Bruce Student Center Reno	10,400,000	(325,520)	10,074,480	-	1,603,603	129,551	8,341,326	17.20%
3612 - SC HVAC Tech	312,000	2,000,000	2,312,000	-	-	4,300	2,307,700	0.19%
3613 - SC South DDC Network	580,000	(18,154)	561,846	-	139,187	1,950	420,709	25.12%
Sub-total	110,853,000	(1,226,934)	109,626,066	-	1,850,895	282,946	107,492,225	1.95%
Maritime								
6603 - MC Maritime Expansion	28,000,000	(13,000,000)	15,000,000	-	-	-	15,000,000	-
Sub-total	28,000,000	(13,000,000)	15,000,000	-	-	-	15,000,000	-
Admin								
6602 - College Development	30,000,000	-	30,000,000	-	-	-	30,000,000	-
6604 - Dist Construction Studies	-	315,510	315,510	-	73,440	225,242	16,828	94.67%
6605 - Dist Access/Security	-	166,400	166,400	-	3,747	-	162,653	2.25%
720100 - Program Management	-	9,118,003	9,118,003	-	659,706	1,666,117	6,792,180	25.51%
736601 - Contingency	-	3,400,152	3,400,152	-	-	-	3,400,152	-
Sub-total	30,000,000	13,000,065	43,000,065	-	736,893	1,891,359	40,371,813	6.11%
Projects Closed								
2603 - NC Chiller Plant Replacement	1,450,000	(1,450,000)	-	-	-	-	-	-
2611 - NC 24 Acres Wetlands Mitigation	2,000,000	(2,000,000)	-	-	-	-	-	-
3609 - SC Fire House Expansion	5,585,000	(5,585,000)	-	-	-	-	-	-
Sub-total	9,035,000	(9,035,000)	-	-	-	-	-	-
TOTALS	425,000,000	-	425,000,000	-	6,005,136	4,686,403	414,308,461	2.52%

Fiscal Year 2016 CIP Expenditure	654,917
Fiscal Year 2017 CIP Expenditure	4,031,486
Total CIP Expenditure	<u>4,686,403</u>

**2008 Bond Program
Master Schedule**



2015Bond-AECOMProgramSchedule071717.mpp

ID	Task Mode	Task Name	Duration	Start	Finish	2017		2018			2019			2020			2021			2022					
						1st Quarter	3rd Quarter	1st Quarter	3rd Quarter	1st Quarter	3rd Quarter	1st Quarter	3rd Quarter	1st Quarter	3rd Quarter	1st Quarter	3rd Quarter	1st Quarter							
						Apr	Jul	Oct	Jan	Apr	Jul	Oct	Jan	Apr	Jul	Oct	Jan	Apr	Jul	Oct	Jan				
0		2015 Bond Program Schedule	1305 days?	Wed 8/24/16	Tue 8/24/21																				
1		Central Campus	1288 days	Wed 8/24/16	Sun 8/1/21																				
2		Petro-Chem Move In Completion	1 day	Mon 4/1/19	Mon 4/1/19																				
3		Central Plant Upgrade	334 days	Fri 3/31/17	Wed 7/11/18																				
9		Stadium & Track Demolition	130 days	Fri 9/15/17	Thu 3/15/18																				
14		Welcome Center	562 days	Wed 3/1/17	Thu 4/25/19																				
20		Expanded Welcome Center Site Development (Package	340 days	Thu 6/15/17	Wed 10/3/18																				
25		Davison Bldg. Renovation	489 days	Wed 7/18/18	Mon 6/1/20																				
31		Anderson Demolition	200 days	Mon 10/14/19	Fri 7/17/20																				
36		Ball Demolition	200 days	Mon 10/14/19	Fri 7/17/20																				
41		Classroom Building	560 days	Mon 6/10/19	Fri 7/30/21																				
47		Bldg. 02-Early College HS	360 days	Thu 3/15/18	Wed 7/31/19																				
53		McCullum Center Section Renovation	520 days	Fri 6/1/18	Thu 5/28/20																				
59		McCullum North Wing Renovation	260 days	Fri 10/4/19	Thu 10/1/20																				
65		Frels Demolition	240 days	Mon 8/31/20	Fri 7/30/21																				
70		North Campus (pending final campus site plan)	1256 days	Tue 11/1/16	Tue 8/24/21																				
71		Lehr Library Demolition	135 days	Mon 3/13/17	Fri 9/15/17																				
76		Cosmetology/Culinary Center	716 days	Tue 11/1/16	Tue 7/30/19																				
82		Underground Utility Tunnel Renovation	603 days	Wed 3/1/17	Fri 6/21/19																				
88		Spencer Building Renovation	505 days	Wed 11/1/17	Tue 10/8/19																				
94		Brightwell Building Renovation	505 days	Wed 10/3/18	Tue 9/8/20																				
100		Wheeler Building Renovation	525 days	Wed 8/21/19	Tue 8/24/21																				
106		South Campus (pending final campus site plan)	1305 days?	Wed 8/24/16	Tue 8/24/21																				
107		Bruce Student Center Renovation (Phase I)	162 days	Tue 12/13/16	Wed 7/26/17																				
115		Bruce Student Center Renovation (Phase II)	510 days	Wed 9/11/19	Tue 8/24/21																				
121		HVAC Tech Renovation	390 days	Wed 5/24/17	Tue 11/20/18																				
128		Engineering & Technology Center	659 days	Wed 1/25/17	Mon 8/5/19																				
134		Cosmetology Center	656 days	Fri 11/25/16	Fri 5/31/19																				
140		Longenecker Building Renovation (Phase I)	410 days	Fri 6/30/17	Thu 1/24/19																				
146		Longenecker Building Renovation (Phase II)	245 days	Fri 11/2/18	Thu 10/10/19																				
150		Bldg. 07-Early College HS	520 days	Fri 7/14/17	Thu 7/11/19																				
156		Jones Bulding Renovation	510 days	Tue 9/3/19	Mon 8/16/21																				
162	✓	Expansion of Building 23 (HVAC Tech)	1 day?	Wed 8/24/16	Wed 8/24/16																				
168		Primary Electrical Service Upgrade	361 days	Mon 4/24/17	Mon 9/10/18																				
174		HW/CW Piping Replacement	485 days	Wed 6/7/17	Tue 4/16/19																				
180		Sanitary Sewer Rehabilitation	332 days	Mon 5/22/17	Tue 8/28/18																				
186		Campus Wide Projects	1212 days?	Mon 1/2/17	Tue 8/24/21																				
187		DDC Network (Campus Wide Package #1)	340 days	Mon 1/2/17	Fri 4/20/18																				
193		Access/Security (Campus Wide)	140 days	Mon 5/1/17	Fri 11/10/17																				
195		Data Closets (Campus Wide Package #1)	363 days	Wed 1/25/17	Fri 6/15/18																				
201																									

Project: 2015 Bond Program Schedule
Date: Mon 7/17/17

Task		Inactive Task		Manual Summary Rollup		External Milestone		Progress	
Split		Inactive Milestone		Manual Summary		Deadline		Manual Progress	
Milestone		Inactive Summary		Start-only		Path Driving Predecessor Milestone Task			
Summary		Manual Task		Finish-only		Path Driving Predecessor Summary Task			
Project Summary		Duration-only		External Tasks		Path Driving Predecessor Normal Task			

Repair and Renovation

Report As of June 30, 2017

Project	Base Budget	Budget Adjustments	Budget FY15-16	Budget FY 17	Current Budget	Executed Change Orders	Encumbered Funds	FY15-16 Expenditures	FY17 Expenditures	Total Expenditures	Moved to Construction in Process	Remaining Balance	Percent of Budget Encumbered/ Expensed
Central													
F16097 - CC - C11 Tier 1 Upgrades	42,257	-	-	42,257	42,257	-	42,167	-	-	-	-	90	99.79%
F16106 - CC C30.115 Dual Projection	15,362	-	-	15,362	15,362	-	15,362	-	-	-	-	-	100.00%
F17001 - CC Misc. R&R at Central Campus	5,000	15,000	-	20,000	20,000	-	564	-	4,139	4,139	-	15,297	23.52%
F17022 - CC Projection Upgrades	6,783	-	-	6,783	6,783	-	6,783	-	-	-	-	-	100.00%
F17028 - CC C17 Anderson Bldg Humidity	14,420	18,540	-	32,960	32,960	-	7,760	-	10,780	10,780	-	14,420	56.25%
F17033 - CC C30.109/120 AV upgrade	10,301	-	-	10,301	10,301	-	10,301	-	-	-	-	-	100.00%
F17038 - CC C3 & C14 Card Readers	10,868	-	-	10,868	10,868	-	10,868	-	-	-	-	-	100.00%
F17039 - CC C34.116 Additional Outlets/panel	10,913	-	-	10,913	10,913	-	10,913	-	-	-	-	-	100.00%
F17042 - CC C11 Elevator	53,848	-	-	53,848	53,848	-	49,848	-	-	-	-	4,000	92.57%
F17043 - CC Life Cycle	99,856	-	-	99,856	99,856	-	99,856	-	-	-	-	-	100.00%
F17056 - CC C16.104 Tier 1 upgrade	11,750	-	-	11,750	11,750	-	11,750	-	-	-	-	-	100.00%
Sub-total	281,358	33,540	-	314,898	314,898	-	266,172	-	14,919	14,919	-	33,807	89.26%
North													
F17002 - NC Misc. R&R at North Campus	5,000	15,000	-	20,000	20,000	-	-	-	4,288	4,288	-	15,712	21.44%
F17035 - NC N12 Fire alarm	55,448	-	-	55,448	55,448	-	55,448	-	-	-	-	-	100.00%
F17041 - NC Life Cycle	48,683	-	-	48,683	48,683	-	48,683	-	-	-	-	-	100.00%
Sub-total	109,131	15,000	-	124,131	124,131	-	104,131	-	4,288	4,288	-	15,712	87.34%
South													
F17003 - SC Misc. R&R at South Campus	5,000	15,000	-	20,000	20,000	-	3,080	-	2,675	2,675	-	14,245	28.78%
F17011 - SC AECOM Build-out	20,000	79,121	-	99,121	99,121	-	162	-	97,809	97,809	-	1,150	98.84%
F17015 - SC S6.160 Demountable door	2,721	-	-	2,721	2,721	-	-	-	444	444	-	2,277	16.32%
F17069 - SC Lifecycle Furniture	43,622	-	-	43,622	43,622	-	43,622	-	-	-	-	-	100.00%
Sub-total	71,343	94,121	-	165,464	165,464	-	46,864	-	100,928	100,928	-	17,672	89.32%
District													
F17004 - Dist Misc. at the College Admin Bldg.	5,000	1,704	-	6,704	6,704	-	1,033	-	5,410	5,410	-	261	96.11%
F17005 - Dist Misc. Furniture Storage All Campuses	5,000	-	-	5,000	5,000	-	-	-	3,217	3,217	-	1,783	64.34%
F17008 - Dist A1. ADA Design Services	20,360	-	-	20,360	20,360	-	13,050	-	7,310	7,310	-	-	100.00%
F17009 - Dist FI Furniture moves	5,000	-	-	5,000	5,000	-	-	-	2,905	2,905	-	2,095	58.10%
F17029 - Dist - A1 Landscaping	30,891	-	-	30,891	30,891	-	-	-	-	-	-	30,891	-
F17040 - Dist A2.208 Purchasing	7,299	-	-	7,299	7,299	-	5,409	-	1,890	1,890	-	-	100.00%
F17045 - Dist Reconfigure A2.122i	1,246	1,246	-	2,492	2,492	-	-	-	1,246	1,246	-	1,246	50.00%
F17062 - Dist A1.203b IT upgrade	6,952	-	-	6,952	6,952	-	-	-	6,952	6,952	-	-	100.00%
F17068 - Dist Safety Office Reconfiguration	14,851	-	-	14,851	14,851	-	14,851	-	-	-	-	-	100.00%
Sub-total	96,599	2,950	-	99,549	99,549	-	34,343	-	28,930	28,930	-	36,276	63.56%
Contingency (720700)													
	1,070,684	(934,522)	-	136,162	136,162	-	-	-	-	-	-	136,162	-
Sub-total	1,070,684	(934,522)	-	136,162	136,162	-	-	-	-	-	-	136,162	-
Projects Closed													
F16035 - CC C32 Concrete pad	10,898	-	-	10,898	10,898	-	-	-	10,898	10,898	-	-	100.00%
F16067 - CC Tank Storage Roof	4,638	-	-	4,638	4,638	-	-	-	4,638	4,638	-	-	100.00%
F17014 - CC C30.110 Drill Press	4,137	-	-	4,137	4,137	-	-	-	4,137	4,137	-	-	100.00%
F17016 - CC C1.129 Redesign	11,646	404	-	12,050	12,050	-	-	-	12,050	12,050	-	-	100.00%
F17018 - CC Vet Center Window Film	813	-	-	813	813	-	-	-	813	813	-	-	100.00%
F17021 - CC C3.150/152 Renovation	35,845	943	-	36,788	36,788	-	-	-	36,788	36,788	-	-	100.00%
F17026 - CC C3.116 Family Restroom	2,961	-	-	2,961	2,961	-	-	-	2,961	2,961	-	-	100.00%
F17044 - CC C16.101 Gas Line	6,840	-	-	6,840	6,840	-	-	-	6,840	6,840	-	-	100.00%
F17057 - CC C14.200/240 Conference Rooms	17,139	-	-	17,139	17,139	-	-	-	17,139	17,139	-	-	100.00%
F16089 - NC N10.149 Renovation	7,179	-	-	7,179	7,179	-	-	-	7,179	7,179	-	-	100.00%
F17006 - NC N1.122 & 147 Lighting	2,578	-	-	2,578	2,578	-	-	-	2,578	2,578	-	-	100.00%
F17012 - NC N10.252 Electrical and AV/Data	1,903	-	-	1,903	1,903	-	-	-	1,903	1,903	-	-	100.00%
F17013 - NC N10.230 Electrical and AV/Data	5,616	-	-	5,616	5,616	-	-	-	5,616	5,616	-	-	100.00%
F17023 - NC N9 FMG Window Film	1,100	405	-	1,505	1,505	-	-	-	1,505	1,505	-	-	100.00%
F16098 - SC S8.2014 Tier 1 Upgrade	22,593	-	-	22,593	22,593	-	-	-	22,593	22,593	12,820	-	100.00%
F16099 - SC S8.1062 Tier 1 Upgrade	12,872	-	-	12,872	12,872	-	-	-	12,872	12,872	12,872	-	100.00%
F17046 - SC S1 Occupational Therapy Prog	48,676	-	-	48,676	48,676	-	-	-	48,676	48,676	-	-	100.00%
F17025 - SC S.1 Emergency Power Rev	31,031	-	-	31,031	31,031	-	-	-	31,031	31,031	-	-	100.00%
F16081 - Dist A1.114 Renovation for OGM	195,710	(4,914)	186,251	4,545	190,796	-	-	186,251	4,545	190,796	190,796	-	100.00%
F17007 - DIST A1.105 Power Whips	2,140												

SAN JACINTO COLLEGE DISTRICT
Building Committee Meeting
July 25, 2017

Members Present: Marie Flickinger, Dan Mims, Erica Davis Rouse, John Moon, Jr.

Members Absent: None

Others Trustees Present: None

Others Present: James Braswell, Bill Dowell, Ken English (AECOM), Jessica Garcia, Mike Harris, Brenda Hellyer, Josh Johnson, Bryan Jones, Angela Klaus, Ann Kokx-Templet, Chet Lewis, Janet Slocum, Charles Smith

- I. The meeting was called to order at 4:01 p.m. by Committee Chair, Dan Mims.
- II. Roll Call of Committee Members by Dan Mims
 - a. Marie Flickinger, present.
 - b. Erica Davis Rouse, present.
 - c. John Moon, Jr., present.
 - d. Other Trustees present: None
- III. Approval of Minutes from the June 20, 2017 Building Committee Meeting
 - a. Dan Mims presented the minutes of the June 20, 2017 Building Committee meeting. A motion was made by Erica Davis Rouse to accept the minutes as presented. This was seconded by John Moon, Jr. The minutes were approved as presented.
- IV. Recommended Projects and Delivery Methods which will provide the best value to the College
 - a. Consideration of Approval to Award Contract for Construction Manager-at-Risk for Central Campus Welcome Center
 - i. This request provides approval to contract with Tellepsen Builders, L.P. to construct the new Central Campus Welcome Center.
 - b. Consideration of Approval of Contract Extension for Petrochemical Consulting Services
 - i. This request provides a contract extension for consulting services provided by Randy Boeding Group, LLC for the Central Campus Center for Petrochemical, Energy, and Technology.
 - ii. The original project budget was revised to include additional building and site development costs; the projections are expected to stay within the revised budget.
 - c. Consideration of Approval of the GMP for the Central Campus Center for Petrochemical, Energy, and Technology
 - i. This action requests approval of the Guaranteed Maximum Price with Tellepsen Builders, L.P. to provide construction services for the Central Campus Center for Petrochemical, Energy, and Technology and the extended site work.
 - ii. The exhibit C document is still in the process of being completed. The budget amount presented today has been reviewed by Rizzo & Associates and Tellepsen,

and may be revised. The final budget amount will be completed and presented to the Board members at the next Board meeting.

d. Consideration of Approval to Approve Change Order for Renovation of South Campus Student Center, Phase I

- i. This request is to approve a change order for unforeseen conditions that were discovered during the Phase I renovation.
- ii. The first floor construction area at the South Campus Student Center will be returned to end users next Friday [August 4, 2017].
- iii. The expenditures that are not used will be returned to the 2015 Bond Program budget.

e. Consideration of Approval to Purchase Data Cabling and Services for Wireless Refresh and Cabling Project

- i. This approval request is to purchase Data Cabling Services to expand the wireless services for students throughout San Jacinto College.

V. Project Updates

a. North Campus - Chiller Replacement

- i. The North Campus Chiller Replacement project is complete.

b. South Campus - Softball Field

- i. The softball field is funded by the 2008 Bond Program; AECOM is managing this project.
- ii. AECOM has received proposals from two vendors and is reviewing the proposals for bleachers and pressbox assemblies at College softball facilities.
- iii. The bleachers, stands, dugout, and additional fencing projects are expected to be completed before the softball season starts.

c. Central Campus – Center for Petrochemical, Energy, & Technology

- i. The Phase II process plant design is moving forward and should be complete by early October 2017.
- ii. Groundbreaking for the building project is scheduled for September 20, 2017 at 11:00 a.m.

d. North Campus - Center for Industrial Technology

- i. The functions of the labs are being adjusted to respond to student needs.

e. Central Campus Welcome Center

- i. The Central Campus Welcome Center is in the Schematic Design Phase and the contract for the geotechnical study is being reviewed.

- f. Central Campus Expanded Welcome Center Site
 - i. The preliminary design is proceeding.
- g. Data Closets- All Campuses
 - i. Package I of the Data Closets project provides emergency power back-up and electrical for all campuses. The project will begin once the construction documents have been approved.
- h. Access and Security – All Campuses
 - i. The Access and Security assessment field work has been completed, expect a draft report by July 31, 2017.
- i. Central Campus - Stadium & Track Demolition
 - i. The planning for demolition of this facility is being coordinated with the design and construction schedule for the new Welcome Center. The scope is being refined; bidding methodology is being determined.
- j. Direct Digital Control (DDC) Network Upgrades
 - i. Siemens has submitted their first package equipment and components list and will begin installation within the next 30 days.
- k. Central Campus – Central Plant Upgrades
 - i. Design progress meetings are scheduled.
- l. North Campus- Cosmetology & Culinary Center
 - i. The programming is complete and the final draft has been sent out.
- m. North Campus- Former Lehr Library Demolition
 - i. The building demolition is complete and the removal of the ground floor slab and grade beams is in progress.
- n. North Campus - Underground Utility Tunnel Renovations
 - i. The Underground Utility Tunnel Renovations is moving forward.
- o. South Campus – Engineering and Technology Center
 - i. The Engineering and Technology Center is out for solicitation.
- p. South Campus – Cosmetology

Building Committee Minutes

July 25, 2017

Page 4

- i. Cosmetology programming is complete.
 - q. South Campus Longenecker Renovation
 - i. Page began their pre-programming for the Longenecker building.
 - r. South Campus – HVAC Tech Renovation
 - i. Jacobs conducted their field assessment and will be submitting their report of the condition of the building’s existing structure and systems.
 - s. South Campus - Bruce Student Center
 - i. The renovation for the second floor is substantially complete and the end users have moved into their space.
 - ii. As previously discussed, first floor renovation is still in progress.
- VI. Adjournment – The meeting was adjourned at 4:37 p.m.

Action Item "IX"
Regular Board Meeting August 14, 2017
Consideration of Approval of Amendment to the 2016-2017 Budget
for Restricted Revenue and Expenses Relating to Federal and State Grants

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve an amendment to the 2016-2017 budget for restricted revenue and expenses related to grants.

BACKGROUND

Federal, state, and local grants may require amendments for receipt of newly awarded grants or changes to existing grants. These amendments should be processed in a timely manner in order to provide the access to funding to meet the objectives set forth within the grant requirements. This budget amendment request includes the additions to restricted revenues and restricted expenses as a result of new awards and changes to existing grants received during the month of July 2017.

IMPACT OF THIS ACTION

Approval of the budget amendment will allow the College's staff to implement the programs in accordance with the requirements of funded award amounts.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Restricted revenues and restricted expenses will each be decreased by \$126,891, so the net impact on the College budget is zero.

MONITORING AND REPORTING TIMELINE

The Office of Grants Management provides continuous monitoring of grant operations, which are included in the annual financial report to the Board of Trustees.

ATTACHMENTS

Attachment 1- Budget Amendments-08-14-17

Attachment 2- Grant Detail-08-14-17

RESOURCE PERSONNEL

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SAN JACINTO COLLEGE DISTRICT
Federal, State, and Local Grant Amendments
August 14, 2017

	Fund	Org.	Account	Prog.	Amount Debit (Credit)
<u>Texas Workforce Commission - San Jacinto College in Partnership with a Maritime Consortium (Reduction of Funds)</u>					
State Revenue	551027	56700	554200	110000	96,370
Non-Instr Labor - Staff	551027	56700	651100	460961	(8,300)
Benefits	551027	56700	651000	460961	(4,270)
S/A Departmental Scholarships T&F	551027	56700	751009	520235	<u>(83,800)</u>
					\$ -
<u>Texas Workforce Commission - Chapter 133 Apprenticeship Training Grant (Reduction of Funds)</u>					
State Grant Revenue	551025	56700	554200	110000	30,521
Contr Svcs - Instr Outside Provider	551025	56700	731110	460962	(24,443)
Contractual Svcs-Consultant	551025	56700	731260	460962	<u>(6,078)</u>
					-
Net Increase (Decrease)					<u>\$ -</u>

Note: Credits to revenues are increases and credits to expenses are decreases.
Conversely, debits to revenue are decreases and debits to expenses are increases.

New Grant and Additional Funding Summary by Agency:

Texas Workforce Commission	<u>\$ (126,891)</u>
	<u>\$ (126,891)</u>

Texas Workforce Commission - Chapter 133 Apprenticeship Training Grant (Reduction of Funds)

The purpose of the Apprenticeship Training Program grant is to pay a portion of the cost of job-related in-person classroom instruction in registered apprenticeship. Registered apprenticeship is a structured system of job training to prepare individuals for occupations in skilled trades and other occupations. Registered apprenticeship combines on-the-job training under the supervision of experienced journey workers with job-related in-classroom instruction. Funding was reduced because of a change in deliverables. Coordination with industry on apprenticeships is variable depending upon many factors. Final expenditures will likely change, either increasing or decreasing, depending upon changing industry conditions and the availability of funds.

Texas Workforce Commission - San Jacinto College in Partnership with a Maritime Consortium (Reduction of Funds)

The project will provide training to new and current workers of participating businesses during industry downtime. Upon completion of training, the business partners expect their participant employees to have updated workforce skills that meet U.S. Coast Guard standards, regulations, and certification requirements. Tangible goals for the business partner's relationship with employees are increased employee loyalty, retention, performance, and productivity. Ultimately, this project will provide promotion opportunities for employees. Project participants must be full-time employees from one of the business partners and the partner businesses must be current contributors of Texas Unemployment Insurance Taxes. The decrease in funding was due to economic conditions experienced by one of the industry partners, disqualifying the company from training the original number of employees.

Consideration of Approval of the 2018 Board of Trustees Regularly Scheduled Meeting Dates

ADMINISTRATION RECOMMENDATION/REPORT

The Chancellor recommends the Board of Trustees approve the 2018 Board of Trustees regularly scheduled meeting dates.

BACKGROUND

The Board of Trustees operates on a calendar of meetings which are traditionally the first Monday of each month. Periodic changes to this meeting structure may occur as needed. Establishing an annual calendar allows for advanced notice of regularly scheduled meetings.

IMPACT OF THIS ACTION

The Board's meeting calendar sets various timelines and reporting dates throughout the College's operating cycle. This calendar reflects changes to the traditional Board meeting schedule (first Monday of each month) in order to address known scheduling conflicts such as holidays, speaking engagements, and conferences.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

None

MONITORING AND REPORTING TIMELINE

Monthly meetings will occur as scheduled unless prior approval is obtained by the Board of Trustees.

ATTACHMENTS

Attachment 1- 2018 Board Meeting Dates

RESOURCE PERSONNEL

Brenda Hellyer 281-998-6100 brenda.hellyer@sjcd.edu

Attachment 1

**San Jacinto College District
Board of Trustees**

2018 Board Meeting Dates

February 5, 2018

March 5, 2018

April 2, 2018

May 7, 2018

June 4, 2018

July 9, 2018

August 6, 2018

September 10, 2018

October 1, 2018

November 5, 2018

December 3, 2018

Action Item “XI”
Regular Board Meeting August 14, 2017

**Consideration of Ratification of the College’s Vision Statement, Mission Statement,
Values, One-College Vision, and Strategic Plan and Approval of the
2017 – 2018 Annual Priorities for San Jacinto College**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees ratify the College’s Vision Statement, Mission Statement, Values, One-College Vision, and Strategic Plan and approve the 2017 – 2018 Annual Priorities for San Jacinto College.

BACKGROUND

The Board of Trustees approved the College’s Values on June 2, 2008 and the One-College Vision on November 2, 2009. The Board of Trustees approved the College’s Vision and Mission Statements on June 7, 2010 and the College’s Strategic Plan for 2010 through 2013 on September 13, 2010. The College’s Strategic Plan includes the Strategic Goals, Underlying Assumptions, and Strategies.

The 2010-2013 Strategic Plan was extended through 2015 on August 5, 2013. Revisions were made to the plan and it was updated to cover 2015 – 2018 on June 1, 2015 and additional revisions were approved on August 15, 2016 to cover the period from 2016-2018. This recommendation modified the Strategic Plan based on the College’s focus on Pathways and the continuous evolution of the College’s annual work.

The initial Strategic Plan was developed based on several planning retreats, an environmental scan, data reviews, and significant feedback from the College community. Revisions have been made to the Strategic Plan to better align with the changing educational and legislative landscape impacting the work of the College. The Strategic Plan has guided the annual priorities and budget allocation processes. The focus has been on advancing the strategies required to achieve the College’s five Strategic Goals of: Student Success, P-16 Pipeline, Workforce and Economic Development, Our People, and Continuous Improvement.

The Strategic Plan also includes five underlying assumptions that relate to continuing the one-college alignment; optimizing resources; embracing institutional research; aligning facilities, programming, and technologies; and active communication. These assumptions should be considered as all decisions related to the strategic plan and annual priorities are considered.

The Strategic Plan has been an evolving and working document. Over the past years, the definition of strategic goals and strategies have been modified to reflect emphasis and alignment with critical areas such as Science, Technology, Engineering, and Mathematics (STEM) and Workforce and Economic Development. The most significant modifications occurred with the evolution of the College’s Student Success goal to focus on comprehensive pathways work and eliminating barriers for students.

Action Item “XI”
Regular Board Meeting August 14, 2017

**Consideration of Ratification of the College’s Vision Statement, Mission Statement,
Values, One-College Vision, and Strategic Plan and Approval of the
2017 – 2018 Annual Priorities for San Jacinto College**

For the initial years of the Strategic Plan, the Board of Trustees approved detailed annual priorities and in some cases operational goals. These priorities were largely developed by the Strategic Leadership Team (SLT) and were quite detailed. Beginning in 2014-2015, a limited number of five or six annual priorities were brought forward for Board approval.

For fiscal year 2017-2018, six annual priorities are recommended, and a draft of the priorities were previously discussed with the Board of Trustees at its workshop on July 10, 2017. Additionally, these six priorities have been reviewed with the Strategic Leadership Communication Council (SLCC), which consists of approximately 150 leaders throughout the College including department chairs, directors, deans, and various other leadership levels across all instructional, support, and functional areas. The SLT members have developed and will continue to work with their respective members of the SLCC to determine the action plans to implement these priorities.

IMPACT OF THIS ACTION

This action will ratify the College’s Vision Statement, Mission Statement, Values, One-College Vision, and 2016-2018 Strategic Plan. Upon ratification, these foundational items will continue to be shared with the San Jacinto College community.

Additionally, this action will approve the 2017 – 2018 Annual Priorities for San Jacinto College. The Board’s formal approval of the 2017-2018 annual priorities will allow the SLT, SLCC, and employees throughout the College to continue the implementation of the actions and related work plans for fiscal year 2017-2018. The annual priorities will align the work of the employees with the College’s vision, mission, and strategic plan and will guide the development of individual performance plans for all full-time employees.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The 2017-2018 budget has been developed to allocate resources to advance the annual priorities and strategic plan of the College. The SLT is critically aware that some areas will require additional resources and is committed to repurposing the budget for the current and future years to accomplish these outcomes.

MONITORING AND REPORTING TIMELINE

Regular monitoring will occur with the Strategic Leadership Team and periodic updates will be presented to the Board of Trustees.

ATTACHMENTS

Attachment 1 – Vision and Mission Statements and Values

Action Item “XI”
Regular Board Meeting August 14, 2017

**Consideration of Ratification of the College’s Vision Statement, Mission Statement,
Values, One-College Vision, and Strategic Plan and Approval of the
2017 – 2018 Annual Priorities for San Jacinto College**

Attachment 2 – 2016-2018 Strategic Plan including Strategic Goals, One College Vision,
Underlying Assumptions, and Strategies

Attachment 3 – 2017-2018 Annual Priorities

Attachment 4 – Vision to Action to Results Diagram

RESOURCE PERSONNEL

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Vision

San Jacinto College will be the leader in educational excellence and in the achievement of equity among diverse populations. We will empower students to achieve their goals, redefine their expectations and encourage their exploration of new opportunities. Our passions are people, learning, innovation and continuous improvement.

Mission

Our mission is to ensure student success, create seamless transitions and enrich the quality of life in the communities we serve.

Values

Integrity: Ethical and Professional

“We act in ways which instill confidence and trust.”

Excellence: In Everything We Do

“We achieve quality results in everything we do.”

Accountability: It’s Up to Us

“We take responsibility for our commitments and outcomes.”

Innovation: Lead the Way

“We apply our knowledge, skill, insight, and imagination to recognize opportunities, solve problems, and recommend new solutions.”

Sense of Community: Caring for Those We Serve and Ourselves

“We demonstrate concern for the well-being of our students, our community, and ourselves.”

Student Success: Our Ultimate Measure

“We enable students to achieve their goals.”

Diversity: Celebrate the Differences

“We celebrate the diversity of ideas and cultures.”

Collaboration: We Work Together

“We work together for the benefit of the College.”

2016 - 2018 Strategic Plan

Note: The Strategic Plan (goals, strategies, and underlying assumptions) for San Jacinto College is a living and guiding tool. The strategic plan was developed for 2010-2013, and revised for 2013-2015. The Strategic Plan was updated for 2015-2018 and approved by the Board of Trustees on June 1, 2015. Additional modifications were approved by the Board of Trustees on August 15, 2016.

The College Strategic Goals

- 1. Student Success**
- 2. P-16 pipeline**
- 3. Workforce and Economic Development**
- 4. Our People**
- 5. Continuous Improvement**

Student Success - San Jacinto College intentionally provides high quality educational programs and support services to ensure our students explore, define, and achieve their educational and career goals. We are dedicated to addressing the challenges of all students, from those in college preparatory courses to those in Honors courses and for those in credit and non-credit pathways. We will connect our students to the appropriate college resources and support services, along with providing a supportive learning environment based on the commitment of our dedicated and quality faculty and staff members. We will provide innovative methods of course delivery, teaching practices, and delivery times. Our progress, focused on creating equity and closing achievement gaps for our diverse student body, will be evidenced by data.

P-16 Pipeline - San Jacinto College will take an active role in supporting the P-16 (preschool through grade 16) pipeline throughout our service area in an effort to create career and educational pathways, thus providing for a sustainable community. We will create seamless transitions among levels and institutions throughout the pipeline and will motivate learners to expand their educational aspirations. We will look for innovative methods and partnerships to facilitate the participation and achievement of the diverse populations of our communities.

Workforce and Economic Development - San Jacinto College will provide innovative and relevant solutions that strengthen our region's economy and workforce competitiveness. Our career and technical education programs will respond to employer and employee training needs and will provide pathways for employment opportunities and advancement. We will pursue new training opportunities in emerging growth areas through active business and industry partnerships.

Our People - San Jacinto College is committed to recruiting, developing, and retaining quality and diverse employees who are passionate about our educational mission. To meet the needs of our communities, the College requires exceptional levels of performance, achievement, and teamwork. Through a commitment to professional development and learning, the College assists employees in expanding their knowledge, creativity, and capabilities. Each faculty member, staff member, and administrator has a responsibility to be accountable for his or her behaviors and job performance, which requires a system that clearly defines expectations, responsibilities, accomplishments, and recognitions. We are intentional in the development of effective leaders throughout the College; we realize they are the foundation for the college's innovative response to challenges and opportunities.

Continuous Improvement - San Jacinto College is committed to a continuous improvement process in all areas and aspects of the College. We will utilize a plan, do, check, act quality model of execution and measurement to assess needed changes. Continuous improvement is an ongoing and evolving effort to improve and align programs, services, resources, and processes of the College.



ONE COLLEGE VISION

Approved by the Board of Trustees on November 2, 2009

San Jacinto College District operates as one college with multiple campuses, centers, programs, and services. Common policies and procedures and consistent business practices guide the organization. The synergy is apparent. Concern is for the whole. Competition between the individual units, departments, or functions is not part of our values. Decisions and actions are data informed answering the ultimate question, “How does this improve student success?” We celebrate our accomplishments and successes together.

As one college, we embrace learning. All members of the college community are responsible for student success. Those in the classroom facilitate learning, while maintaining the highest standards of quality. We all share the responsibility to provide students with the best environment and support available so that students can concentrate on learning. We are charged with ensuring excellence in everything that we do and addressing challenges directly.

The focus of the San Jacinto College Strategic Leadership Team (SLT) is on the strategic direction of the institution. Each member of the SLT serves in multiple leadership roles but the priority role must always be to the college-wide focus, “What is best for the San Jacinto College community as a whole?”

The focus of the campus leaders is to foster teaching and learning and student success. The campus leaders endeavor to identify new ways and programs to serve the community and to promote creative methods to engage faculty and staff. The campus leaders challenge the status quo, promote academic excellence, and ensure consistent quality and service levels among campus operations.

The focus of the district leaders is to provide support services to the campuses and to assist campus leadership in facilitating the teaching and learning enterprise. The district leaders are partners with campus leaders in creating solutions and establishing a climate of continuous improvement. All services provided to the campuses are based on mutually agreed upon service levels and requirements.

The focus of the chancellor is to develop, in conjunction with the Board of Trustees, the college’s external and internal strategic vision. The chancellor stimulates creativity, fosters opportunities for success, and communicates the shared vision.

All executive leaders test the robustness of assumptions and logic while exhibiting a college-wide perspective and understanding of issues, processes, policies, practices, and resources. When working with their direct reports, executive leaders direct and guide an understanding of this unified perspective. Each leader facilitates communication with peers, constituencies, and the college community. The college’s values guide the organization’s culture and character. Each leader fosters a climate that is consistent with these core values.

San Jacinto College
2016 -2018 Strategic Plan
Underlying Assumptions

Underlying the College's Strategic Plan are five assumptions that relate to a one-college alignment; resources; institutional research; facilities, programming, and technologies; and communication.

Continue One-College Alignment: The Plan assumes that the College operates as one college with multiple campuses, centers, programs, and services. Common policies and procedures and consistent business practices will guide the College as the Plan is implemented. Leaders of the College may serve in multiple leadership roles but the priority role must always be to the college-wide focus, "What is best for the San Jacinto College community as a whole?" We will focus on providing students with a consistent, quality educational experience across all locations, programs, and services.

Optimize Resources: The Plan assumes that the College will allocate and repurpose funding sources to adequately support the initiatives and strategies in the Plan. It is also assumed that the College will leverage resources to adequately support the strategies and initiatives in the Plan by exploring and actively seeking additional funding sources. Finally, the College seeks to operate efficiently and examines methods to reduce costs.

Embrace Institutional Research: The Plan assumes that the College will support the institutional research functions necessary to develop and assess the strategies and initiatives in the Plan. We will continue to embrace data-informed decision making; it is assumed that decisions and actions must answer the ultimate question, "How does this improve student success?"

Align Facilities, Programming, and Technologies: The Plan assumes that the College will acquire and utilize appropriate technologies and facilities to support and advance the strategies and initiatives in the Plan. The Plan also assumes that current needs are addressed while envisioning requirements for the future.

Active Communication: The Plan assumes that the College will develop and disseminate information necessary to implement, support, and advance the strategies and initiatives in the Plan. Such communications will be open and transparent and will require active participation by all employees.

San Jacinto College
2016 – 2018 Strategic Plan
Strategies

Goal 1: Student Success

- Strategy 1:** Establish a holistic pathways model to enhance student success at San Jacinto College.
- Strategy 2:** Ensure a supportive and rigorous teaching and learning environment from the classroom experience to an effective array of student support services, including personalized academic and career pathway planning.
- Strategy 3:** Align courses and curricula that delineate clear pathways for university transfer and/or entry into the workforce.
- Strategy 4:** Eliminate barriers that prevent students from achieving their educational and career goals.
- Strategy 5:** Reduce student time and cost from entry to completion.

Goal 2: P-16 Pipeline

- Strategy 1:** Lead and strengthen the efforts for a regional P-16 approach.
- Strategy 2:** Expand middle school and high school partnerships in an effort to create a college-going and college-ready culture of first-time-in-college students who are academically prepared for rigorous programs of study.
- Strategy 3:** Develop and enhance seamless articulations with baccalaureate-granting institutions for associate degree graduates.
- Strategy 4:** Explore and define University Center partnerships and options.

Goal 3: Workforce and Economic Development

- Strategy 1:** Create Centers of Excellence and develop requisite funding and timelines for implementation.
- Strategy 2:** Expand regional partnerships and connections to enhance the breadth and image of workforce training programs with students and employers.
- Strategy 3:** Enhance noncredit/credit career pathways and expand contract training to serve local industry better.
- Strategy 4:** Maximize participation and success in Science, Technology, Engineering, and Mathematics (STEM) programs.

Goal 4: Our People

- Strategy 1:** Create a culture that embraces change readiness, high performance, teamwork, and increased individual and organizational productivity.
- Strategy 2:** Build an agile organization to ensure successful execution of the College's strategic plan.
- Strategy 3:** Create a learning organization to build competitive advantage through long-term opportunities for development and advancement within the College.
- Strategy 4:** Implement meaningful recognition, reward, and benefit programs that support the highest level of affiliation by employees to the College.
- Strategy 5:** Attract, select, and retain high-performing and diverse talent.

Goal 5: Continuous Improvement

- Strategy 1:** Create a culture that embraces continuous improvement by emphasizing employee involvement and teamwork.
- Strategy 2:** Seek improvement on an incremental basis over time and for breakthrough improvement all at once.
- Strategy 3:** Utilize the four-step quality model—the plan-do-check-act (PDCA) cycle.

Plan: Identify an opportunity and plan for change.

Do: Implement the change on a small scale.

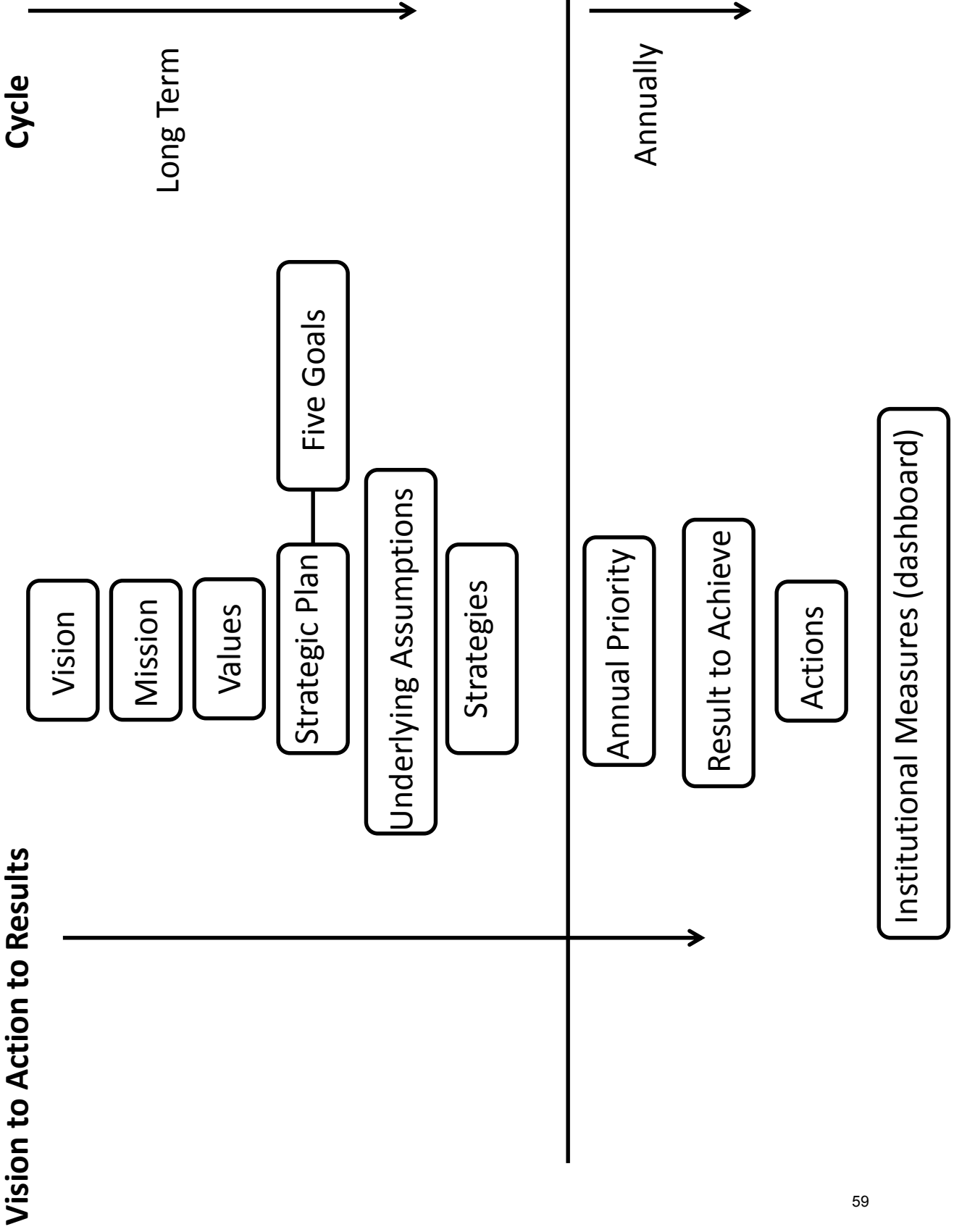
Check: Use data to analyze the results of the change and determine whether it made a difference.

Act: If the change was successful, implement it on a wider scale and continuously assess results. If the change did not work, begin the cycle again.

San Jacinto College

2017-2018 Annual Priorities

- **Pathways Design and Implementation:** Improve student learning and success including course completion, retention, and credential completion by scaling-up promising student success strategies, by refining processes, support systems, and scheduling to be more effective and student focused, by identifying and eliminating barriers, and by aligning with employer and transfer university requirements and expectations.
- **SACSCOC Re-affirmation of Accreditation:** Complete the off-site accreditation report and continue to prioritize and address continuous improvement areas identified.
- **Fiscal Accountability and Responsibility:** Redesign and implement new budget process to focus on strategic priorities, enhance revenues, gain operational efficiencies, meet human and physical resource demands, and eliminate activities that do not enhance student success.
- **Bond Programs:** Plan, design, and construct facilities and infrastructure to meet student, faculty, staff, and employer needs through collaboration with internal teams and industry/business partners to leverage equipment, technologies, facilities, and resources.
- **Talent and Organizational Development:** Promote a growth-mindset and organizational excellence by transforming structures and strategies; creating innovative and efficient processes that are cost effective; and providing competency-based professional development opportunities for faculty, staff, leadership, and teams.
- **Positioning for the Future:** Develop an understanding of and plans for addressing the changing landscape in higher education nationally, state-wide, and locally and identify ways for the College to expand its competitive advantage.



Action Item “XII”
Regular Board Meeting August 14, 2017
**Consideration of Approval of Reauthorization of the Full-time Salary Schedules,
Part-time Hourly Pay Rates, and Stipends and Market Premiums for 2017-2018**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the full-time salary schedules, part-time hourly pay rates, stipends and market premiums for 2017-2018.

BACKGROUND

This action establishes the salary, pay rates, stipends, and market premiums for fiscal year 2017-2018. Salary schedules are reviewed periodically to provide for market competitiveness.

IMPACT OF THIS ACTION

The current salary schedules for full-time employees remain unchanged. The full-time salary schedules for faculty, staff, and administrators are included in this recommendation for reaffirmation.

The current part time hourly rates remain unchanged. The part-time salary schedule for faculty, staff, and administrators is included in this recommendation for reaffirmation.

The current schedule for stipends and market premiums remains unchanged. The stipends and market premiums salary schedule is included in this recommendation for reaffirmation.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The fiscal impacts of this recommendation have been included in the 2017-2018 budget.

MONITORING AND REPORTING TIMELINE

All compensation components including both internal and external market equity are addressed as part of the College’s overall compensation philosophy and are reviewed periodically for adjustments.

ATTACHMENTS

- Attachment 1- Administration and Staff, Salary Range Table
- Attachment 2- Faculty, Salary Range Table
- Attachment 3- Part-time Hourly Rates, Salary Range Table
- Attachment 4- Stipends and Market Premiums, Salary Range Table

RESOURCE PERSONNEL

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Attachment 1

San Jacinto College District 2017 - 2018 Salary Range Table Administration & Staff								
Salary Range	Minimum	Midpoint	Maximum		Salary Range	Minimum	Midpoint	Maximum
1	\$15,080	\$18,850	\$22,620		31	\$65,175	\$81,469	\$97,762
2	\$15,834	\$19,793	\$23,751		32	\$68,434	\$85,542	\$102,650
3	\$16,626	\$20,782	\$24,939		33	\$71,855	\$89,819	\$107,783
4	\$17,457	\$21,821	\$26,185		34	\$75,448	\$94,310	\$113,172
5	\$18,330	\$22,912	\$27,495		35	\$79,220	\$99,026	\$118,831
6	\$19,246	\$24,058	\$28,869		36	\$83,182	\$103,977	\$124,772
7	\$20,209	\$25,261	\$30,313		37	\$87,341	\$109,176	\$131,011
8	\$21,219	\$26,524	\$31,829		38	\$91,708	\$114,635	\$137,561
9	\$22,280	\$27,850	\$33,420		39	\$96,293	\$120,366	\$144,439
10	\$23,394	\$29,243	\$35,091		40	\$101,108	\$126,385	\$151,661
11	\$24,564	\$30,705	\$36,846		41	\$106,163	\$132,704	\$159,245
12	\$25,792	\$32,240	\$38,688		42	\$111,471	\$139,339	\$167,207
13	\$27,082	\$33,852	\$40,622		43	\$117,045	\$146,306	\$175,567
14	\$28,436	\$35,544	\$42,653		44	\$122,897	\$153,621	\$184,345
15	\$29,857	\$37,322	\$44,786		45	\$129,042	\$161,302	\$193,563
16	\$31,350	\$39,188	\$47,025		46	\$135,494	\$169,367	\$203,241
17	\$32,918	\$41,147	\$49,377		47	\$142,269	\$177,836	\$213,403
18	\$34,564	\$43,205	\$51,845		48	\$149,382	\$186,728	\$224,073
19	\$36,292	\$45,365	\$54,438		49	\$156,851	\$196,064	\$235,277
20	\$38,106	\$47,633	\$57,160		50	\$164,694	\$205,867	\$247,041
21	\$40,012	\$50,015	\$60,018		51	\$172,928	\$216,160	\$259,393
22	\$42,012	\$52,515	\$63,018		52	\$181,575	\$226,969	\$272,362
23	\$44,113	\$55,141	\$66,169		53	\$190,654	\$238,317	\$285,980
24	\$46,319	\$57,898	\$69,478		54	\$200,186	\$250,233	\$300,279
25	\$48,635	\$60,793	\$72,952		55	\$210,196	\$262,744	\$315,293
26	\$51,066	\$63,833	\$76,599		56	\$220,705	\$275,882	\$331,058
27	\$53,620	\$67,024	\$80,429		57	\$231,741	\$289,676	\$347,611
28	\$56,301	\$70,376	\$84,451		58	\$243,328	\$304,160	\$364,991
29	\$59,116	\$73,894	\$88,673		59	\$255,494	\$319,367	\$383,241
30	\$62,071	\$77,589	\$93,107		60	\$268,269	\$335,336	\$402,403

Midpoint %
5.00%

Range Spread
50.00%

Effective 9/01/2017

Attachment 2

San Jacinto College District 2017-2018 Salary Range Table Faculty			
	Minimum	Midpoint	Maximum
NINE MONTH FACULTY			
Bachelor	\$ 41,792	\$ 53,552	\$ 65,312
Masters	\$ 42,483	\$ 55,540	\$ 68,597
Masters + 18	\$ 44,424	\$ 57,929	\$ 71,434
Masters + 36	\$ 46,225	\$ 60,397	\$ 74,570
ABD	\$ 48,165	\$ 62,936	\$ 77,706
Doctorate	\$ 50,105	\$ 65,548	\$ 80,992
10.5 MONTH FACULTY			
Bachelor	\$ 48,749	\$ 62,431	\$ 76,114
Masters	\$ 49,539	\$ 64,743	\$ 79,946
Masters + 18	\$ 51,700	\$ 67,478	\$ 83,256
Masters + 36	\$ 53,874	\$ 70,395	\$ 86,917
ABD	\$ 56,049	\$ 73,311	\$ 90,574
Doctorate	\$ 58,387	\$ 76,396	\$ 94,406
TWELVE MONTH FACULTY			
Bachelor	\$ 55,642	\$ 71,278	\$ 86,914
Masters	\$ 56,546	\$ 73,921	\$ 91,297
Masters + 18	\$ 59,013	\$ 77,046	\$ 95,079
Masters + 36	\$ 61,525	\$ 80,392	\$ 99,259
ABD	\$ 63,985	\$ 83,712	\$ 103,439
Doctorate	\$ 66,656	\$ 87,238	\$ 107,821
Department Chair - 12 month			
	\$ 69,456	\$ 90,948	\$ 112,439

Effective 9/01/2017

Attachment 3

San Jacinto College District		
2017-2018 Salary Rate Table		
PART-TIME HOURLY RATES		

Position Classification	Position Description	Hourly Rate
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Maintenance	Groundskeeper	\$ 8.00
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Cashier Clerk	Cashier / Clerk - with monetary responsibilities	\$ 8.00
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Cafeteria/Food Service	Cashier/Catering Attendant/Cook/Wait Person - Entry level	\$ 7.50
	Cashier/Cook Level 2 - 6-12 months skill set on grill & food prep or cashier & customer service	\$ 8.00
	Banquet Chef - 3 years kitchen & cooking experience w/knowledge of ordering & inventory	\$ 9.00
	Banquet Chef Level 2 - Experienced Banquet Chef w/complete knowledge and skill set on all kitchen equipment, ordering, inventory w/Associate's degree in the culinary field and ability to supervisor kitchen personnel.	\$ 10.00
	Team Leader	\$ 12.50

Children's Center	Teacher's Aide	\$ 7.75
	Assistant Teacher (CDA or 12 hours in early childhood)	\$ 8.00
	Cook	\$ 7.50
	Lead Teacher with appropriate credentials	\$ 12.75

Clerical/Receptionist	Admin Asst I / Student Assistant I	\$ 8.00
	Accounting Asst / Admin Asst II / Call Center / Enrollment Specialist / Records Specialist / Student Assistant II / (with one year experience)	\$ 10.00

General	Student/Art Model/Test Proctor	\$ 7.50
	Orientation Leader/Student Ambassador	\$ 9.00
	Life-Drawing Model	\$ 15.00

Accessibility Services	Hearing Impaired Students Transcribers / Note Takers	\$ 8.50
	Tutors for Severely Learning Disabled Adult Students (to be screened by Accessibility Services Counselor on each campus)	
	Student Tutors	\$ 11.00
	Educationally Disadvantaged Students - Tutors for students not maintaining minimum stated requirements (not learning disabled)	
	Student Tutors	\$ 10.00

Grant Funded	Grant Funded Basic Tutor (tutor for students not maintaining minimum stated requirements)	\$ 9.00
	Grant Funded Tutor / Mentor (tutor for students not maintaining minimum stated requirements; Mentor for achieving goals and supporting grant program activities)	\$ 10.00
	Grant Funded Retention Specialist	\$ 15.00

Position Classification	Position Description	Hourly Rate
Instructional	Part-time Faculty Instructors - Lecture	\$ 42.00
	Part-time Faculty Instructors - Lab	\$ 42.00
	Part-time Faculty Instructors - Private Lessons	\$ 42.00
	Part-time Faculty Non-instructional	\$ 30.00
	Part-time Faculty Professional Development (ad hoc training, non-curriculum)	\$ 20.00
	Flight Simulator Instructor	\$ 15.00
	Wellness Instructor	\$ 32.00
	Full-time Faculty Non-instructional	\$ 30.00
	Full-time Faculty Formula Pay - Lecture	\$ 62.70
	Full-time Faculty Formula Pay - Lab	\$ 62.70
	Full-load Adjunct: Hourly Rate + \$2,500 per semester, with approval by appropriate Dean and Provost	
	Faculty Advising: (GUST 0305, EDUC 1300, PSYC 1300) \$350.00 per course/semester Faculty Advisor - EPCC and all other courses	\$ 30.00
Interactive Learning Centers/Information Technology/ Departmental Labs/ Supplemental Instruction	Multimedia Assistant I	\$ 9.50
	Computer Lab Assistant I	\$ 9.50
	Help Desk Assistant I	\$ 9.50
	PC Technician Assistant I	\$ 9.50
	Audio Visual Assistant I	\$ 9.50
	Specialty Lab Assistant I	\$ 9.50
	Multimedia Assistant II	\$ 12.50
	Computer Lab Assistant II	\$ 12.50
	Help Desk Assistant II	\$ 12.50
	PC Technician Assistant II	\$ 12.50
	Audio Visual Assistant II	\$ 12.50
	Specialty Lab Assistant II	\$ 12.50
Student Success Centers	Peer Tutors:	
	Non-Certified Tutors (basic training completed, working towards Level I Certification)	\$ 9.00
	Certified Level I - After one long semester with 10 hours training & 25 hours tutoring completed	\$ 9.50
	Certified Level II - After two long semesters with 20 hours training & 50 hours tutoring completed	\$ 10.00
	Certified Level III - After three long semesters with 30 hours training & 75 hours tutoring completed (must also complete a project related to the tutoring and resource center)	\$ 11.00
	Faculty Tutorw/credentials	\$ 20.00
Physical Education	Athletic Trainer (travel time not to exceed 8 hours per day)	\$ 8.00
	Gym / Field Attendant	\$ 7.50
	Gym Supervisor / Lifeguard w/Red Cross certification	\$ 8.00
	Assistant Coach	\$ 10.00
	Athletics Facilities Coordinator	\$ 12.50
	Athletic Trainer w/certification (daily service, practice, and games)	\$ 18.00

Attachment 3

Position Classification	Position Description	Hourly Rate
Professional	Web Designer	\$ 9.00
	Bus Driver	\$ 11.00
	Administrative Intern	\$ 11.00
	Assistant Manager, Theater	\$ 12.50
	Student Accompanist	\$ 12.00
	Telecommunicator	\$ 12.00
	Grant Writer	\$ 13.00
	HVAC Intern	\$ 13.00
	Program Assistant, GrantFunded	\$ 13.00
	Architect Intern	\$ 14.00
	Librarian w/Bachelor of Library Science	\$ 14.00
	Test Examiners (Bachelor of Science / Bachelor of Arts)	\$ 14.00
	Advisor (w/appropriatecredentials)	\$ 15.00
	Manager, Theater	\$ 15.00
	Payroll Specialist w/Payroll and Banner experience	\$ 15.00
	Banner Student System Services Specialist	\$ 16.00
	Document Specialist	\$ 17.00
	Educational Planner	\$ 17.00
	Librarian w/Masters of Library Science w/no experience	\$ 18.00
	Extension Center Coordinator	\$ 20.00
	Police Officer (with TCOLE license)	\$ 20.00
	Project Coordinator, GrantFunded	\$ 20.00
	Counselor (w/appropriatecredentials)	\$ 21.00
	Accountant (Bachelor's degree)	\$ 22.00
	Telecom Specialist - IT	\$ 22.00
	Aerospace Liaison / Coordinator	\$ 25.00
	Police - Special Assignments (with TCOLE license)	\$ 25.00
	Project Director, GrantFunded	\$ 26.00
	Business Advisor, SBDC	\$ 28.00
	Librarian w/MLS, MLIS or equivalent w/experience	\$ 30.00
	Faculty Accompanist (Faculty with credentials)	\$ 42.00
	Weekend Coordinator	\$ 20.00
	Weekend Director (Librarian/Faculty with credentials)	\$ 42.00
Winter Mini Coordinator	\$ 20.00	
Winter Mini Coordinator (Librarian/Faculty with credentials)	\$ 42.00	
Professional Translator (Faculty with credentials in language used)	\$ 42.00	
Specialty Jeweler (College Mace)	\$ 80.00	
Technical	Toolroom Attendant	\$ 8.00
	Tool / Equipment Specialist	\$ 11.00
	Skilled Craft (Carpenter, Plumber, HVAC, etc)	\$ 20.00
	Inspection Technology/Imaging	\$ 24.00

Attachment 3

Position Classification	Position Description	Hourly Rate
Continuing & Professional Development	API Non Destructive Testing Grant Program	
	API NDT Training Instructor with level 3 certification	\$ 75.00
	API NDT Test Proctor with level 3 certification	\$ 75.00
	API NDT Subject Matter Expert with level 3 certification & industry recognition	\$ 150.00
	Development Dimensions International (DDI) Leadership Program DDI Certified Instructor / Facilitator	\$ 70.00
	Motorcycle Maintenance/Repair Technician	\$ 14.00
	Variable part-time Instructor rate for classes approved with less than minimum number of students. Reduction of \$4.00 per contact hour for first student below minimum. Reduction of \$3.00 per contact hour for each subsequent student below minimum. All reductions must be approved by CPD Dean or Associate Vice Chancellor	\$ 42.00
Variable part-time Lab Assistant Instructor rate for classes approved with less than minimum number of students. Reduction of \$2.00 per contact hour for each student below minimum. All reductions must be approved by CPD Dean or Associate Vice Chancellor	\$ 32.00	
Summer Camps	Camp Director	\$ 42.00
	Camp Lead Instructor	\$ 32.00
	Camp Assistant Instructor	\$ 20.00
	Camp Helper/Monitor	\$ 10.00

**San Jacinto College District
2017-2018 Salary Schedule
Stipends and Market Premiums**

Stipends	Amount
Bilingual Proficiency	\$50 monthly
Catalogue Coordinator	\$260 monthly
Clinical Coordinator	\$1,000 annually
Curriculum Development Coordinator	\$480 monthly
College-Wide Program Director	\$350 monthly
GED Chief Examiner	\$300 monthly
Program Director	\$150 - 400 monthly based on program/department size
Department Chairs	\$912 monthly (\$10,944 annual)
Travel	\$100 monthly
	\$200 monthly
	\$300 monthly
	\$400 monthly
	\$500 monthly
	\$600 monthly
Phone	\$50 monthly
	\$75 monthly
	<i>{Member of SLT only}</i> \$100 monthly
Offsite Instruction for CPD training	\$30.00 per class session
Completion of New Hire Curriculum for part-time faculty	\$85 (one-time)
Completion of Recurring Curriculum for part-time faculty	\$30 annually
Completion of ACAdemic training for part-time faculty teaching online or hybrid courses	\$180 (one-time)
Completion of ACAdemic Student Engagement training for part-time faculty teaching online or hybrid courses	\$180 (one-time)
Completion of Success At SJC training for part-time faculty teaching GUST and EDUC 1300 classes	\$80 (one-time)

Instructional Market Premiums (subject to availability of funding)	
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Air Conditioning	\$5,000 annually
Nursing - ADN and Vocational	\$3,500 annually
Computer Information Technology	\$5,000 annually
Dental Assisting	\$2,500 annually
Emergency Medical Technology	\$2,500 annually
Engineering - <i>must have Master's degree in Engineering</i>	\$5,000 annually
Engineering/Drafting	\$5,000 annually
Fire Protection	\$2,500 annually
Health Information Management	\$3,000 annually
Instrumentation	\$5,000 annually
Instrumentation & Electrical	\$5,000 annually
Maritime - <i>must have Coast Guard certifications</i>	\$6,000 annually
Medical Laboratory Technology	\$2,500 annually
Medical Radiography	\$2,500 annually
Non-Destructive Testing	\$5,000 annually
Occupational Health & Safety	\$2,500 annually
Occupational Therapy - <i>must have Occupational Therapy license</i>	\$6,000 annually
Pharmacy Technology - <i>must have Pharmaceutical license</i>	\$6,000 annually
Physical Therapy - <i>must have Physical Therapy license</i>	\$6,000 annually
Pipefitting	\$5,000 annually
Process Technology	\$5,000 annually
Respiratory Therapy	\$2,500 annually
Surgical Technology	\$2,500 annually
Welding	\$5,000 annually

All Nursing - LVN and ADN - Hiring incentive	\$2,500 added to base salary
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Adjunct Instructional Market Premiums (subject to availability of funding)	
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	<i>Lecture & Lab courses</i>
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Air Conditioning	\$5.00 per contact hour
Nursing - ADN and Vocational	\$5.00 per contact hour
Computer Information Technology	\$5.00 per contact hour
Instrumentation	\$5.00 per contact hour
Instrumentation & Electrical	\$5.00 per contact hour
Maritime - <i>must have Coast Guard certifications</i>	\$5.00 per contact hour
Medical Radiography	\$5.00 per contact hour
Non-Destructive Testing	\$5.00 per contact hour
Occupational Therapy - <i>must have Occupational Therapy license</i>	\$5.00 per contact hour
Pharmacy Technology - <i>must have Pharmaceutical license</i>	\$5.00 per contact hour
Physical Therapy - <i>must have Physical Therapy license</i>	\$5.00 per contact hour
Pipefitting	\$5.00 per contact hour
Process Technology	\$5.00 per contact hour
Surgical Technology	\$5.00 per contact hour
Welding	\$5.00 per contact hour

Action Item “XIII”
Regular Board Meeting, August 14, 2017

Consideration of Approval of the Articulation Agreement with Houston Baptist University

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the articulation agreement with Houston Baptist University.

BACKGROUND

Houston Baptist University (HBU) is a thriving community of faith and scholarship that prepares students to excel in their careers and in life. HBU provides a learning experience that instills in students a passion for academic, spiritual, and professional excellence. With a student to faculty ratio of 16:1, the more than 3,000 students at HBU get the personal attention they want and need. They offer more than 40 undergraduate degree programs in seven colleges, including business, fine arts, humanities, and nursing and allied health. Transfer students make up a large percentage of HBU’s entering class.

IMPACT OF THIS ACTION

Houston Baptist University offers San Jacinto College graduates who have earned an Associates of Arts, an Associate of Arts in Teaching, an Associate of Science, or an Associate of Science in Engineering with a GPA of 2.5 or greater guaranteed admission. A maximum of 66 semester credit hours earned with a grade of C or better will be accepted and applied to the appropriate and designated HBU degree plan. Students earning an associate of applied science degree with a GPA of 2.5 may transfer a maximum of 89 semester credit hours.

Both institutions enter into this Agreement in the spirit of cooperation and mutually recognize each other as quality institutions of higher education. Each institution is dedicated to serving students from diverse populations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

N/A

MONITORING AND REPORTING TIMELINE

This agreement is for a period of five years. Either party may independently terminate this agreement by giving written notification the other party no less than 90 days prior to the date on which action would be taken.

ATTACHMENTS

Attachment 1- Articulation Agreement between San Jacinto Community College District and Houston Baptist University

Action Item “XIII”
Regular Board Meeting, August 14, 2017

Consideration of Approval of the Articulation Agreement with Houston Baptist University

RESOURCE PERSONNEL

Laurel V. Williamson	281-998-6182	laurel.williamson@sjcd.edu
Catherine O’Brien	281-998-6318	catherine.obrien@sjcd.edu

Articulation Agreement between San Jacinto Community College District and Houston Baptist University

The San Jacinto Community College District (SJCD) and Houston Baptist University (*HBU*), have developed this agreement to support student achievement of educational and career goals. The agreement represents an active educational partnership committed to student success and degree completion.

This agreement provides for the seamless transfer of credit from SJCD to *HBU* (articulation) and from *HBU* to SJCD (reverse articulation). This agreement also defines parameters by which SJCD and *HBU* may mutually consent to program or degree specific articulation plans to be covered and enforced by the scope of this agreement.

SJCD is authorized to offer instructional programs leading to various associate degrees and to confer the appropriate associate degree on students successfully completing such programs. All such programs are registered with the Texas Higher Education Coordinating Board. SJCD is regionally accredited by and is a member of the Southern Association of Colleges and Schools (SACSCOC). The SJCD has its principle place of business at 4624 Fairmont Parkway, Pasadena, Texas 77504.

HBU is authorized to offer instructional programs leading to various baccalaureate degrees and to confer the appropriate baccalaureate degree on students successfully completing such programs. *HBU* is regionally accredited by and is a member of the Southern Association of Colleges and Schools (SACSCOC). *HBU* has its principle place of business at 7502 Fondren Road, Houston, Texas 77074.

Articulation of Credit

Students may apply for admission to *HBU* at any time during their enrollment at SJCD; the *HBU* application and admission fee will be waived for students transferring under this agreement.

SJCD students must meet all *HBU* requirements and deadlines pertaining to application for admission, orientation and registration, and payments of tuition and fees, other than application and admission fees. SJCD students seeking transfer to *HBU* shall abide by the policies and procedures in effect at the time of their application to *HBU*, that apply to all students of and/or applicants to *HBU*.

SJCD students earning an Associate of Arts, an Associate of Arts in Teaching, an Associate of Science, or an Associate of Science in Engineering Science with a cumulative GPA of 2.5 or greater and transferring under this agreement will be guaranteed admission to *HBU* under this agreement. A maximum of 66 semester credit hours earned at SJCD with a grade of C or better will be accepted and applied to a designated/appropriate *HBU* degree plan.

SJCD students earning an Associate of Applied Science degree and who have completed all requirements of the SJCD core curriculum with a cumulative GPA of 2.5 or greater will be guaranteed admission to *HBU* under this agreement. A maximum of 89 semester credit hours earned at SJCD with a grade of C or better will be accepted and credited toward a designated/appropriate applied bachelor's degree plan at *HBU*. Of the maximum 89 semester credit hours to be accepted by *HBU*, 42 semester credit hours must satisfy SJCD core curriculum requirements; the remaining 47 semester credit hours may include courses identified by the Texas Higher Education Coordinating Board's Lower Division Academic Course Guide Manual (ACGM) and/or Workforce Education Course Manual (WECM).

All successfully completed, with a grade of C or better, lower-division academic courses offered by SJCD, identified by the Texas Common Course Numbering System (TCCNS), and published in the Lower Division Academic Course Guide Manual (ACGM) shall be fully transferable to *HBU* and be substituted for the equivalent course at *HBU*.

Unless otherwise specified by an articulation plan approved under this agreement, SJCD students may be required to apply and be admitted separately to specific colleges or programs within *HBU* and be subject to all requirements and limitations of admission procedures to said programs including higher GPA requirement and/or additional specific courses as stated in the course catalog in effect at the time of enrollment at *HBU*. *HBU* shall not place requirements on SJCD students transferring under this agreement that are not required of its native students.

SJCD and *HBU* will work together to provide students with accurate and timely transfer information and academic advising relative to a designated/appropriate *HBU* degree program. *HBU* will provide appropriate brochures and informational material to SJCD and its students. *HBU* shall provide support services appropriate to meet the needs of SJCD transfer students, including an orientation program similar to that which is provided to *HBU* native students and shall finalize an approved degree plan prior to completion of the SJCD student's second semester of study at *HBU*.

Reverse Articulation of Credit

The purpose of Reverse Articulation of Credit is to serve SJCD students who transfer to *HBU* prior to earning an associate's degree from SJCD. Reverse articulation of credit permits eligible and interested students to transfer certain course work from *HBU* to SJCD to complete requirements for an associate's degree.

For students who transfer from SJCD to *HBU* prior to earning an associate's degree, all successfully completed lower-division academic courses offered by SJCD, identified by the Texas Common Course Numbering System (TCCNS), and published in the Lower Division Academic Course Guide Manual (ACGM) shall be fully transferable to *HBU* and be substituted for an equivalent course.

At the time of student application to *HBU*, *HBU* will notify students of the purpose of this agreement and the reverse articulation of credit, will ask students to indicate their interest in the reverse articulation of credit to SJCD, and will notify students of the likelihood that *HBU* will share transcript information with SJCD.

Each September or at other appropriate intervals agreed upon by the parties, *HBU* will review its student records and determine which students are eligible for the reverse articulation of credit by applying the following criteria: (i) the *HBU* student previously transferred coursework from SJCD, (ii) the student has indicated an interest in reverse articulation of credit and (iii) the student completed at least 24 semester credit hours at SJCD. *HBU* will securely transmit official paper or electronic copies of these students' transcripts to SJCD.

Upon receipt of *HBU* transcript information, SJCD will conduct a degree audit of each eligible student and evaluate all coursework that may apply to the completion of the student's associate degree at SJCD. Students who meet all SJCD degree requirements are eligible to receive an SJCD degree at no additional cost to the student. SJCD will notify each student that he or she is eligible to receive an associate's degree and eligible to participate in SJCD's graduation ceremony.

Separate academic records for students will be maintained at each institution. Authorized employees of SJCD and *HBU* will have access to personally identifiable information about the students who receive or who are eligible for reverse articulation of credit. SJCD and *HBU* will ensure their institutional compliance with FERPA regulations.

Articulation Plans

This agreement establishes general articulation and reverse articulation of credit. Successful transfer and degree completion requires the mapping of credits from specific SJCD associate's degree programs to specific *HBU* bachelor's degree programs. Educational planners and advisers at SJCD and Houston Baptist University rely on two types of documents to facilitate and support transfer and articulation of credit from SJCD to *HBU*: transfer plans and articulation plans

Transfer plans are documents that describe the articulation of credit granted to any student from any institution when transferring to *HBU*. The transfer plans between SJCD and *HBU* clarify how SJCD credits transfer to *HBU* based on existing program and degree requirements and state regulations. Transfer plans are developed as a matter of supporting student advising; they do not require formal recognition under this agreement.

Articulation plans are also transfer plans, but they are more formal and may identify specific admission conditions to be accepted into a program or degree plan at *HBU* > and may describe articulation of credit not guaranteed by transfer plans or state regulations. Articulation plans are developed specifically and uniquely to articulate credit from SJCD to *HBU*. Articulation plans developed in accordance with this agreement are guaranteed by this mutual agreement between the two institutions.

Pursuant to and in support of this agreement, individual articulation plans may be established that specify which requirements of specific *HBU* degree plans are satisfied by specific SJCD courses and credits.

To establish an articulation plan under the legal scope of this agreement, SJCD and *HBU* shall:

- Describe, where appropriate, any application and admission requirements specific to the *HBU* degree plan to which the SJCD student plans to transfer.
- Indicate an effective start date and end date for the articulation plan.

- List all course requirements for the HBU degree plan and indicate which SJCD courses shall satisfy each requirement. Individual courses required as part of the HBU and SJCD core curriculum shall not be listed; that group of courses shall be noted by a single heading of *Core Curriculum*. It is understood by both parties to this agreement that those institutions of higher education, as defined by Section 61.003 of the Texas Education Code, which are subject to the jurisdiction of the Texas Higher Education Coordinating Board are required to accept for transfer all courses within the approved core curriculum of any fellow institution of higher education. Pursuant to the terms of this agreement, SJCD and HBU further agree that, in the event that HBU is not an institution of higher education subject to the jurisdiction of the Texas Higher Education Coordinating Board, SJCD and HBU shall also accept for transfer the core curriculum adopted by the parties to this agreement.
- Conduct a review of all aforementioned details. Reviewers shall include: an instructional administrator with responsibility for the relevant degree program; an educational planner or advisor or enrollment management administrator; and an administrator responsible for managing this articulation agreement.
- Reviewers shall indicate by paper or electronic signature their approval of the articulation plan.

Individual articulation plans may be independently terminated according to the terms of this agreement. Termination of individual articulation plans does not affect the status of the agreement or other individual articulation plans established under this agreement.

If an articulation plan expires or is terminated for any reason while SJCD students are enrolled at *HBU* and pursuing a degree under that articulation plan, *HBU* must allow students to pursue the degree under the agreed upon articulation plan as long as the student is enrolled continuously at least part-time through Fall and Spring semesters.

General

Term. This agreement is for a period of five (5) years from the date that it is signed by the authorized representatives of both institutions. This Agreement shall not automatically renew upon the expiration of the term set forth in this Section.

Voluntary Termination. This agreement may be terminated by either party by giving written notice of said party's intentions to the SJCD Office of the Vice Chancellor for Learning and/or to the *Legal Department (legal@hbu.edu)* at least 90 days prior to the date on which action would be taken. Such a notice will specify the nature of the action contemplated and the rationale for such action.

Indemnification/Defend. The parties both shall be responsible for the consequences of any act or failure to act on the part of itself, its employees, agents and third party agents. Therefore, each party shall be held responsible for its own sole negligence, and the parties both shall, to the extent authorized by the constitution and laws of the State of Texas, indemnify and hold the other parties harmless from any loss which results therefrom. Neither party shall have a duty to defend, including but not limited to, claims and actions. By entering into this Agreement, and complying with the terms and requirements hereof, it is recognized that SJCD is not waiving the governmental

immunity that SJCD, its agents or employees have under law or any other rights, privileges and immunities belonging to or ascertainable by SJCD under either state or federal law.

Accreditation. This agreement is effective only as long as both SJCD and *HBU* maintain current accreditation by a regional accrediting association as recognized by the U.S. Department of Education. In the event that either party loses accreditation, this agreement shall terminate immediately.

Phase-Out. In the event this agreement is terminated, SJCD and *HBU* will continue to provide support and services to students transferring under this agreement as long as students are enrolled continuously at least part-time through Fall and Spring Semesters.

Agreement Status & Review. The respective designees at both SJCD and *HBU* will monitor and report on the status and impact of this agreement. As long as this agreement is in effect, the agreement and any subsequent articulation plans should be reviewed annually or bi-annually and revised or amended as necessary.

FERPA Regulations. SJCD and HBU agree to comply with the Family Educational Rights and Privacy Act of 1974 (FERPA) (20 U.S.C §1232g; 34 CFR Part 99) and its associated regulations, taking steps to ensure that confidential information is not disclosed or distributed in a manner inconsistent therewith. This provision shall survive termination or expiration of this Agreement.

Entire Agreement. This Agreement embodies the entire agreement and understanding between the parties and supersedes all prior agreements, whether oral or written between the parties relating to the subject matter hereof.

Modifications or Amendments. This Agreement may not be amended or modified except by a written instrument executed by both parties. SJCD and *HBU* agree to mutual notification of changes and additions to the curriculum and curriculum standards, so that articulation plans may be revised as necessary. Proposed changes in policies or curriculum by either party must be communicated in writing to the other party and agreed upon in consultation with officials of each institution. Any changes agreed upon must be signed by both parties, dated, and attached to this agreement.

Notices and Requests. All notices given pursuant to this Agreement shall be in writing and shall be validly given on (1) the date of delivery if delivered by email, facsimile transmission, registered or certified mail, or hand delivered, or (2) three (3) business days after being mailed via United States Postal Service addressed as follows:

San Jacinto Community College District
Dr. Brenda Hellyer
4624 Fairmont Parkway
Pasadena, Texas 77504
281-998-6100

Houston Baptist University
Legal Department
7502 Fondren Road
Houston, Texas 77074
281-649-3000

Force Majeure. Neither party shall be liable for any delays resulting from acts of nature, strikes, and riots, acts of war, epidemics, or governmental regulations.

Publicity. Neither party hereto shall, without securing written or electronic consent of the other party, publicly announce the existence of this Agreement or advertise or release any publicity in regard thereto, except that SJCD and HBU may disclose the terms of this Agreement to the extent required by law or regulation.

Binding Agreement. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of HBU and shall be binding upon and inure to the benefit of San Jacinto Community College District's legal representatives, successors, and assigns.

Non-Exclusivity The agreement between the parties is non-exclusive and both parties have the right to enter similar agreements with third parties at any time.

Governing Law. Harris County, Texas shall be the proper place of venue for suit on or in respect of the Agreement. The Agreement and all of the rights and obligations of the parties hereto and all of the terms and conditions hereof shall be construed, interpreted and applied in accordance with and governed by and enforced under the laws of the State of Texas. The Parties agree that exclusive and mandatory venue for such trial shall be Harris County, Texas.

Severability. If any of the provisions or portions of this Agreement are invalid under any applicable statute or rule of law, they are to that extent to be deemed omitted.

Assignment. Except as otherwise provided in this Agreement, neither party shall assign or transfer any of its rights or obligations hereunder without the prior written consent of the other party hereto, which assignment shall not be unreasonably withheld, and any such attempted assignment without such consent shall be void.

No Financial Implication. No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. SJCD and HBU are separate and independent institutions of higher education and intend to remain so. The administrators of HBU and SJCD are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

Independent Contractor. Each party acknowledges and agrees that the relationship with each other is that of an independent contractor and nothing in this Agreement shall be construed to create a partnership, joint venture or agency relationship between the parties. Each party is solely responsible for any and all liabilities of its employees for their performance under this Agreement and further is responsible any and all taxes imposed upon each party, including FICA, FUTA, unemployment taxes, worker's compensation coverage, and other liabilities incurred as the employer providing products and/or services pursuant to this Agreement as an independent contractor.


IN WITNESS WHEREOF, each of the parties hereto has caused this Agreement to be executed on its behalf by its duly authorized representative.

San Jacinto Community College District
4624 Fairmont Parkway
Pasadena, TX 77504

Brenda Hellyer, Chancellor

Date

Houston Baptist University
7502 Fondren Road
Houston, Texas 77074


Sandra Mooney, CFO/COO

7/13/17

Date

**Action Item “XIV”
Regular Board Meeting, August 14, 2017**

**Consideration of Approval of the Articulation Agreement Between San Jacinto Community
College Honors Program and University of Texas Arlington**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the articulation agreement between San Jacinto Community College (SJCD) Honors Program and University of Texas Arlington (UTA) Honors College.

BACKGROUND

The University of Texas at Arlington is a research institution committed to discovery, innovative instruction, and community engagement. As an educational leader in the North Texas region, UTA nurtures minds within an environment that values excellence, ingenuity, and diversity. UTA’s Honors College is a diverse community of undergraduates who want to gain the most from their educational experiences.

IMPACT OF THIS ACTION

SJCD Honors students will be able to transfer Honors courses to UTA, and SJCD students who enter UTA’s Honors College will be eligible for transfer student scholarships awarded by UTA’s central administration and by the Honors College. SJCD students must submit an official transcript showing a minimum cumulative GPA of 3.35 on all coursework taken prior to enrollment at UTA.

Both institutions enter into this Agreement in the spirit of cooperation and mutually recognize each other as quality institutions of higher education. Each institution is dedicated to serving students from diverse populations.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

N/A

MONITORING AND REPORTING TIMELINE

This agreement is for a period of five years. Either party may independently terminate this agreement by giving written notification the other party no less than 180 days prior to the date on which action would be taken.

ATTACHMENTS

Attachment 1 – Honors Articulation Agreement between University of Texas at Arlington Honors College and San Jacinto Community College District Honors Program

Action Item "XIV"
Regular Board Meeting, August 14, 2017

**Consideration of Approval of the Articulation Agreement Between San Jacinto Community
College Honors Program and University of Texas Arlington**

RESOURCE PERSONNEL

Laurel V. Williamson	281-998-6182	laurel.williamson@sjcd.edu
Catherine O'Brien	281-998-6318	catherine.obrien@sjcd.edu
Eddie Weller	281-998-6150, ext-3505	eddie.weller@sjcd.edu



**Honors Articulation Agreement
Between
The University of Texas at Arlington on behalf of its Honors College
And
The San Jacinto Community College District on behalf of its Honors
Program**

Statement of Purpose

The purpose of this articulation agreement is to ensure that (1) the San Jacinto Community College District and The University of Texas at Arlington will work to further opportunities and access to Honors education for qualified students through cooperative efforts and ventures; (2) San Jacinto Community College District Honors students will be able to transfer Honors courses to The University of Texas at Arlington; and (3) San Jacinto Community College District students who enter The University of Texas at Arlington's Honors College will be eligible for transfer student scholarships awarded by The University of Texas at Arlington's central administration and by the Honors College.

1.0 San Jacinto Community College District and The University of Texas at Arlington mutually agree that:

1.1 Both institutions will cooperate in the development of Honors activities that facilitate the transfer of course credits from San Jacinto Community College District to The University of Texas at Arlington.

1.2 Both institutions will each designate an individual responsible for continued Honors articulation between the two institutions, curricular changes, new courses, equivalencies, and transcript evaluation.

1.3 The faculty and staff of both institutions will share information regarding special events, programs, and activities that relate to Honors student interests.

1.4 The faculty and staff of both institutions will review this *Honors Articulation Agreement* regularly to ensure that it is meeting the objectives of each institution.

1.5 Copies of this *Honors Articulation Agreement* will be maintained by the Office of the Vice President of Enrollment Services of The University of Texas at Arlington and the Office of the Associate Vice Chancellor for Learning and Assessment at San Jacinto Community College District.

2.0 The University of Texas at Arlington agrees to:

2.1 Provide San Jacinto Community College District with information regarding The University of Texas at Arlington's Honors College.

2.2 Facilitate Honors students' transition from the Honors Program at San Jacinto Community College District to The University of Texas at Arlington's Honors College, and assist with admission and scholarship applications, course selection, and registration processes.

2.3 Encourage and assist San Jacinto Community College District Honors students in scheduling campus visits with The University of Texas at Arlington's Honors College faculty, staff, and students.

2.4 Prepare a general report on the progress of San Jacinto Community College District transfer students, as far as possible, to be provided to the San Jacinto Community College District designate at the end of each academic year. These data may be incorporated into San Jacinto Community College District's and The University of Texas at Arlington's institutional effectiveness studies.

2.5 Facilitate the reverse articulation of credit to eligible San Jacinto Community College Honors students who transfer to The University of Texas at Arlington prior to earning an associate's degree at the San Jacinto Community College District. At the time of student application to The University of Texas at Arlington, The University of Texas at Arlington will (1) notify students of the purpose of this agreement and the reverse articulation of credit, (2) ask students to indicate their interest in the reverse articulation of credit to the San Jacinto Community College District, and notify students that The University of Texas at Arlington may share transcript information with the San Jacinto Community College District. At appropriate intervals agreed upon by the parties, The University of Texas at Arlington will review its student records and determine which students are eligible for the reverse articulation of credit by applying the following criteria: (i) The University of Texas at Arlington student previously transferred coursework from the San Jacinto Community College District, (ii) the student has indicated an interest in reverse articulation of credit and (iii) the student completed at least 24 semester credit hours at the San Jacinto Community College District. The University of Texas

at Arlington will securely transmit official paper or electronic copies of these students' transcripts to the San Jacinto Community College District.

Upon receipt of The University of Texas at Arlington transcript information, the San Jacinto Community College District will conduct a degree audit of each eligible student and evaluate all coursework that may apply to the completion of the student's associate degree at the San Jacinto Community College District. Students who meet all the San Jacinto Community College District degree requirements are eligible to receive a San Jacinto Community College District degree at no additional cost to the student. The San Jacinto Community College District will notify each student that he or she is eligible to receive an associate's degree and eligible to participate in the San Jacinto Community College District's graduation ceremony.

2.6 Accept San Jacinto Community College District's Honors courses as set forth in Section 4.

3.0 San Jacinto Community College District agrees to:

3.1 Provide The University of Texas at Arlington's Honors College with information regarding changes or additions to requirements of the San Jacinto Community College District's Honors Program.

3.2 Provide The University of Texas at Arlington's Honors College with a listing of approved San Jacinto Community College District Honors courses.

3.3 Encourage and assist The University of Texas at Arlington's Honors College in scheduling campus visits by prospective San Jacinto Community College District students and faculty.

4.0 Transfer and Continuance Policies and Procedures

4.1 San Jacinto Community College District transferring students must meet all The University of Texas at Arlington and Honors College admission requirements.

4.2 San Jacinto Community College District transferring students must submit an official transcript showing a minimum cumulative GPA of 3.35 on all coursework taken prior to enrollment at The University of Texas at Arlington.

4.3 Course equivalencies are determined as automatic for those courses in the Texas Common Course Number Index. For all other Honors courses, equivalency evaluation will be made on a course-by-course basis by The University of Texas at Arlington's Office of Admissions or the academic unit of the student's chosen major.

4.4 To graduate with a The University of Texas at Arlington Honors degree, the

transferring student must have completed at least 24 hours of Honors credit, including at least 12 hours in the major discipline, at The University of Texas at Arlington. San Jacinto Community College District transferring Honors students accepted into the Honors College may apply a maximum of 12 Honors credits toward graduation. A minimum of 12 Honors credits (including the senior project) must be completed at The University of Texas at Arlington.

4.5 Upon completion of the above requirements, and having earned an overall GPA of at least 3.2, the student will be awarded the Honors bachelor's degree in his/her major discipline at The University of Texas at Arlington.

5.0 Miscellaneous

5.1 This *Agreement* shall become effective upon the approval by and signature of the individuals below.

5.2 Unless earlier terminated as provided below, this *Agreement* shall remain in effect for a period of five years, at which time it may be renewed or modified by mutual consent in writing by both parties. In the event this agreement is terminated, the San Jacinto Community College District and The University of Texas at Arlington will continue to provide support and services to students transferring under this agreement as long as students are enrolled continuously at least part-time through Fall and Spring Semesters.

5.3 Either party may terminate this Agreement upon 180 days' written notice to the other party, provided that San Jacinto Community College District students who matriculated before the termination of this Agreement will be eligible to receive the benefits of this Agreement at the discretion of The University of Texas at Arlington.

5.4 Separate academic records for students will be maintained at each institution. Authorized employees of the San Jacinto Community College District and The University of Texas at Arlington will have access to personally identifiable information about the students who receive or who are eligible for reverse articulation of credit. The San Jacinto Community College District and The University of Texas at Arlington will ensure their institutional compliance with FERPA regulations.

5.5 All notices given pursuant to this Agreement shall be in writing and shall be validly given on (1) the date of delivery if delivered by email, facsimile transmission, registered or certified mail, or hand delivered, or (2) three (3) business days after being mailed via United States Postal Service addressed as follows:

San Jacinto Community College District
4624 Fairmont Parkway
Pasadena, Texas 77504

The University of Texas at Arlington
701 S. Nedderman Drive
Arlington, Texas 76019

5.6 The agreement between the parties is non-exclusive and both parties have the right to enter similar agreements with third parties at any time.

5.7 If any of the provisions or portions of this Agreement are invalid under any applicable statute or rule of law, they are to that extent to be deemed omitted.

5.8 This Agreement may not be amended or modified except by a written instrument executed by both parties. The San Jacinto Community College District and The University of Texas at Arlington agree to mutual notification of changes and additions to the curriculum and curriculum standards, so that articulation plans may be revised as necessary. Proposed changes in policies or curriculum by either party must be communicated in writing to the other party and agreed upon in consultation with officials of each institution. Any changes agreed upon must be signed by both parties, dated, and attached to this agreement.

5.9 No financial implications concerning the transfer or exchange of cash, equipment, or real estate is intended or implied by this agreement. The San Jacinto Community College District and The University of Texas at Arlington are separate and independent institutions of higher education and intend to remain so. The administrators of The San Jacinto Community College District and The University of Texas at Arlington are authorized to prepare and implement plans of action and procedures necessary to effect this agreement.

*****SIGNATURE PAGE FOLLOWS*****

The parties hereby execute this *Agreement* in duplicate.

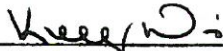
FOR THE UNIVERSITY OF TEXAS AT ARLINGTON:



Dr. Kevin L. Gustafson, Interim Dean of the Honors College



Dr. Teik C. Lim, Provost
and Vice President for Academic Affairs



Kelly Davis, CPA
CFO and Vice President

7/11/17

Date

FOR SAN JACINTO COMMUNITY COLLEGE DISTRICT:

Dr. Brenda Hellyer, Ed.D., Chancellor



Dr. Catherine O'Brien, Associate Chancellor for Learning and Assessment



Dr. Eddie Weller, Director, Honors Program

Date

APPROVED AS TO FORM BY



**SHELBY L. BOSEMAN
UNIVERSITY ATTORNEY
UNIVERSITY OF TEXAS AT ARLINGTON**

Action Item “XV”
Regular Board Meeting, August 14, 2017

Consideration of Approval of the Dual Credit Provider Memorandum of Understanding

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the Dual Credit Provider Memorandum of Understanding that will be executed between San Jacinto College and multiple independent school districts, private schools, and home school families for the delivery of college courses for dual credit students and other considerations.

BACKGROUND

New legislation has necessitated updates to the dual credit memorandum of understanding documents between the College and its constituent school districts, private schools, and home school families. The recent legislation allows all high school grade levels to participate in dual credit, as well as removes the restriction on the number of courses an individual student can take during any period of time.

IMPACT OF THIS ACTION

Removal of these restrictions allows high school students to earn significant numbers of college credit hours during their time in high school. Even without an officially designated early college high school, students are able to earn certificates and/or degrees prior to high school graduation. Pathways to those degrees and certificates are available to ensure that students maximize these opportunities resulting in completion of college credentials and transfer with junior status at a four year institution.

This agreement also includes the dual credit tuition and fee waiver (75%) and free initial TSIA testing for dual credit students and graduating seniors.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Dual Credit Partnership Agreement maintains the fiscal structure that is currently in place. For Fall 2016, there were approximately 2,220 dual credit students. The gross dual credit was approximately \$3.3 million; net revenue after the 75 percent waiver is approximately \$850,000. Additionally, this program generates contact hour and student success point funding through the State of Texas.

MONITORING AND REPORTING TIMELINE

Progress of the students in this program will be reported to the Board of Trustees on an annual basis.

The agreement term is effective through August 31, 2021, but provides for termination by either party, with or without cause, with 180 days advance notice. Additionally, it is anticipated that an analysis of the dual credit program will be completed in the upcoming year in order to review fiscal and student performance implications.

Consideration of Approval of the Dual Credit Provider Memorandum of Understanding

ATTACHMENTS

Attachment 1 – Dual Credit Provider Memorandum of Understanding, draft for independent school district which will be modified for private schools and home school families

RESOURCE PERSONNEL

Laurel V. Williamson	281-998-6184	laurel.williamson@sjcd.edu
Pamela S. Campbell	281-991-2672	pamela.campbell@sjcd.edu

**MEMORANDUM OF UNDERSTANDING BETWEEN
SAN JACINTO COMMUNITY COLLEGE DISTRICT AND
INDEPENDENT SCHOOL DISTRICT
FOR A DUAL CREDIT PROVIDER RELATIONSHIP**

This Memorandum of Understanding (the “MOU”) is entered into and made effective this _____ day of _____, 20____ (the “Effective Date”), by and between _____ Independent School District (the “ISD”) and San Jacinto Community College District (“SJCCD”). SJCCD and ISD are sometimes each referred to herein as a “Party” and, collectively as, the “Parties”.

The purpose of this MOU is to set forth the understanding between the Parties to establish a dual credit provider relationship and define the responsibilities of the Parties in accordance with the terms herein. Notwithstanding anything to the contrary herein, before this relationship of the Parties under this MOU is binding upon either Party, it must be approved by the respective governing boards of both ISD and SJCCD.

RECITALS

WHEREAS, special consideration is given to school districts that commit to SJCCD as the provider of college classes for dual credit students. That consideration shall include, but not be limited to, the following:

- Free testing on the TSIA for all students attending SJCCD, either as a dual credit student or as a recent high school graduate;
- Seventy-five percent (75%) tuition and fee waiver for college courses taken by dual credit students; and
- One hundred percent (100%) tuition waiver for EDUC/PSYC 1300 courses taken by Modified Early College Academy (MECA) students and Accelerated College Education (ACE) students;

WHEREAS, the Parties acknowledge that, notwithstanding anything to the contrary herein, approval of this MOU by the respective governing boards of each Party serves as the final approval of the terms of this MOU and the final agreement to the selection of SJCCD as the provider in accordance with the terms herein and the special consideration listed above.

AGREEMENT

NOW, THEREFORE, in consideration of the covenants and agreements of the Parties contained herein, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties hereby agree as follows:

RULES AND CRITERIA FOR COLLEGE COURSES OFFERED FOR DUAL CREDIT

Pertinent rules for administration of partner programs for simultaneous awarding of college credit to fulfill high school graduation requirements are contained in the Texas

Administration Code (TAC), TITLE 19, PART 1, CHAPTER 4, SUBCHAPTER D, RULE §4.85.

a. Eligible Courses

- i.** Courses offered for dual credit by public two-year associate degree granting institutions must be identified as college-level academic courses in the current edition of the Lower Division Academic Course Guide Manual adopted by the Texas Higher Education Coordinating Board (THECB) or as college-level workforce education courses in the current edition of the Workforce Education Course Manual adopted by the THECB;
- ii.** SJCCD may not offer remedial or developmental courses for dual credit.
- iii.** SJCCD shall coordinate enrollment of ISD students in Technical or Workforce Development courses at a SJCCD campus through the Career and Technical Education (CTE) Office of ISD; and
- iv.** SJCCD shall coordinate enrollment of ISD students in academic courses at a SJCCD campus through coordination with a designated contact at each high school in ISD.

b. Student Eligibility

- i.** A high school student in ISD is eligible to enroll in **academic** college courses for dual credit, if the student:
 1. demonstrates college readiness by achieving the minimum passing standards under the provisions of the Texas Success Initiative as set forth in TAC 19, §4.57 (relating to College Ready and Adult Basic Education [ABE] Standards) on relevant section(s) of an assessment instrument approved by the Board as set forth in TAC 19, §4.56 (relating to Assessment Instrument); or
 2. demonstrates that he or she is exempt under the provisions of the Texas Success Initiative as set forth in TAC 19, §4.54 of this title (relating to Exemptions, Exceptions, and Waivers).
- ii.** A high school student is also eligible to enroll in college courses taken for dual credit that require demonstration of TSIA college readiness in reading, writing, and/or mathematics under the following conditions:
 1. Courses that require demonstration of TSIA college readiness in reading and/or writing:
 - a. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards that cannot be raised by institutions:
 - i. ACT: composite score of 23 with a minimum of 19 on the English test shall be exempt for both the reading and writing sections of the TSIA;
 - ii. SAT administered prior to March 5, 2016: a combined critical reading (formerly "verbal") and mathematics

Attachment 1

- score of 1070 with a minimum of 500 on the critical reading test shall be exempt for both reading and writing sections of the TSIA;
- iii. SAT administered on or after March 5, 2016: a minimum score of 480 on the Evidenced-Based Reading and Writing (“EBRW”) test shall be exempt for both reading and writing sections of the TSIA. There is no combined score;
 - iv. if the student achieves a Level 2 final recommended score of 4000, as defined by the Texas Education Agency (“TEA”), on the English II State of Texas Assessment of Academic Readiness End of Course (“STAAR EOC”); or
2. Courses that require demonstration of TSI college readiness in mathematics:
- a. For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards that cannot be raised by institutions:
 - i. ACT: composite score of 23 with a minimum of 19 on the mathematics test shall be exempt for the mathematics section of the TSIA;
 - ii. SAT administered prior to March 5, 2016: a combined critical reading (formerly "verbal") and mathematics score of 1070 with a minimum of 500 on the mathematics test shall be exempt for the mathematics section of the TSIA;
 - iii. SAT on or after March 5, 2016: a minimum score of 530 on the mathematics test shall be exempt for the mathematics section of the TSIA. There is no combined score.
 - iv. if the student achieves a Level 2 final recommended score of 4000, as defined by TEA, on the Algebra I STAAR EOC, and a passing grade of C or higher in the Algebra II course; or
 - v. if the student achieves a Level 2 final recommended score of 4000, as defined by TEA, on the Algebra II STAAR EOC; or
 - iii. A high school student is eligible to enroll in workforce education college courses for dual credit contained in a Level 1 certificate program, or a program leading to a credential of less than a Level 1 certificate, at a public junior college or public technical institute and shall not be required to provide demonstration of college readiness or dual credit enrollment eligibility.

- iv. A high school student is eligible to enroll in workforce education college courses for dual credit contained in a Level 2 certificate or applied associate degree program under the conditions listed in the previous sections.
- v. A student who is exempt from taking Texas Assessment of Knowledge and Skills (“TAKS”) or STAAR EOC assessments may be otherwise evaluated by an institution to determine eligibility for enrolling in workforce education college courses for dual credit.
- vi. To be eligible to enroll in a college course offered by a public college, students must meet all of the college’s regular prerequisite requirements designated for that course (e.g., minimum score on a specified placement test, minimum grade in a specified prerequisite course, etc.).
- vii. To remain eligible for continued dual credit enrollment, students must pass all courses with a grade of C or better in order to enroll for subsequent coursework. Students who do not meet this criteria are subject to the rules regarding Academic Warning, Probation, and Suspension, found in the current SJCCD Catalog. An institution may impose additional requirements for enrollment in college courses offered for dual credit that do not conflict with this section referenced above, including but not limited to pre-requisite requirements for certain programs and courses.
- viii. Enrollment of students
 1. Dual Credit students wishing to enroll for college courses must complete the following steps of the Admissions Process before actual registration in college courses:
 - a. Complete the Apply Texas application online;
 - b. Submit documentation verifying compliance with the testing requirements listed in the previous section;
 - c. Submit a permission form signed by the high school principal or designee, parent or guardian, and student; and
 - d. Submit proof of a current bacterial meningitis vaccination or booster
- ix. Withdrawal from college courses
 1. Dual Credit students wishing to withdraw from college courses must provide written permission from a counselor or other designated administrator at their high school;
 2. The aforementioned withdrawal notification must be submitted to the Dual Credit office at the applicable SJCCD campus.
 3. All dates regarding withdrawal deadlines published on the SJCCD website shall apply to dual credit students. Once the final withdrawal deadline has passed, the student shall have no further opportunities for withdrawal thereafter and will receive the grade earned in the class.

c. Location of Class

College courses for dual credit may be taught on the college campus, on the high school campus, or at a mutually agreed upon location when special circumstances do not permit either of the first two options. For both college courses taught exclusively to high school students on the high school campus and for college courses taught electronically, SJCCD will comply with applicable THECB rules and procedures for offering courses at a distance. In addition, college courses taught electronically shall comply with the THECB's adopted Principles of Good Practice for Courses Offered Electronically.

d. Student Composition of Class

College courses taught for dual credit may be composed of dual credit students only or of dual and college credit only students at the sole discretion of SJCCD in accordance with SJCCD policies.

e. Faculty Selection, Supervision, and Evaluation

- i.** SJCCD shall select instructors of college courses. These instructors must be regularly employed faculty members of SJCCD or must meet the same standards (including minimal requirements of the Southern Association of Colleges and Schools) and approval procedures used by the college to select faculty responsible for teaching the same courses on SJCCD campuses.
- ii.** SJCCD shall supervise and evaluate instructors of college courses taught for dual credit using the same or comparable procedures used for faculty at SJCCD campuses.
- iii.** Faculty who are solely employees of the College will be paid the appropriate rate for full-time or part-time faculty as determined by SJCCD.
- iv.** Payment to high school faculty teaching college courses at the high school during their regular work day will be remunerated to ISD. ISD may choose how to compensate its high school faculty for their additional work as a college faculty member teaching dual credit students in connection with the college courses described herein.

f. Course Curriculum, Instruction, and Grading

SJCCD shall ensure that a college course taught for dual credit at a site other than one of the SJCCD campuses and the same course offered on one of the campuses of SJCCD are substantially equivalent with respect to the contact hour requirements, curriculum, materials, instruction, and method/rigor of student evaluation. These standards must be reasonably upheld regardless of the student composition of the class.

g. Academic Policies and Student Support Services

- i.** Regular academic policies applicable to courses taught at one of SJCCD's campuses must also apply to college courses taught for dual credit in any other location. These policies are contained in the SJCCD Student Handbook ("Student Handbook") and include, amongst other things, the appeal processes for disputed grades, class drop policies, the SJCCD academic honesty statement, communication of grading policy to students, timing of syllabus distribution, etc. The Student Handbook can be found

online at <http://www.sanjac.edu/student-services/educational-planning/student-handbook>.

- ii. Students enrolled in college courses offered for dual credit must be eligible to utilize the same or comparable support services that are afforded to college students on SJCCD campuses. SJCCD is responsible for ensuring timely and reasonably efficient access to such services (e.g., academic advising and counseling), to learning materials (e.g., library resources), to learning assistance (e.g., tutoring in the Student Success Centers) and to other benefits for which the students may be eligible. The Dual Credit office on the SJCCD _____ Campus serves as the point of contact for all dual credit students from __ISD.

h. Transcribing of Credit

For college courses taught for dual credit, high school, as well as college, credit will be transcribed immediately upon a student's successful completion of the performance required in the applicable course.

i. Tuition, Materials, and Transportation Services

- i. ISD students enrolled in college courses at SJCCD campuses or at a(n) ISD high school will be charged the appropriate SJCCD tuition and/or fee rate based on the residency requirements of the State of Texas.
- ii. SJCCD will waive seventy-five percent (75%) of the appropriate tuition and fees for college courses taken for dual credit by each ISD student. The remaining twenty-five percent (25%) of the tuition and fees will be paid by ISD or the students from ISD, or any combination thereof.
- iii. ISD or the students from __ISD, or any combination thereof, shall provide transportation to and from SJCCD campuses for students enrolled in college courses for dual credit.
- iv. ISD or the student, or any combination thereof, will cover the expense of all learning materials for ISD students enrolled in SJCCD courses offered for dual credit.

j. Funding

- i. The state funding for college courses taught for dual credit will be available to both public school districts and colleges based on the current funding rules of the State Board of Education and the THECB.
- ii. SJCCD may only claim funding for college courses taken by dual credit students when those courses are (1) in the SJCCD Core Curriculum, or (2) are Workforce and Technical Education courses or (3) foreign language courses, all for which the students will receive both high school and college credit.

k. Term

The term of this MOU shall be from the Effective Date through August 31, 2021 ("Term"), unless renewed or earlier terminated as set forth herein.

l. Termination

This MOU may be terminated by either Party, with or without cause, upon one hundred eighty (180) days' prior written notice to the other Party. However, in the event of such termination, any ISD students taking SJCCD college courses for dual credit at the time this MOU is effectively terminated will be allowed to complete those courses notwithstanding the termination of this MOU.

m. Miscellaneous

- i. Relationship of Parties.** Each Party hereby agrees that they are not in partnership or joint venture or any other association or employment with the other Party except as specifically indicated herein. Each party further agrees that it shall not enter into any contracts, agreement, or leases for equipment, supplies or services with third parties, except in its own name. Each party further agrees that it shall not advertise or market using the name of the other party without written consent.
- ii. Notices.** Any notices or payments permitted or required by this MOU shall be deemed made on the day delivered personally in writing or by Certified Mail, Return Receipt Requested, deposited in the United States Mail, postage prepaid, to the last known address of the other party or to another address designated by the party by notice consistent with this paragraph.
- iii. Construction.** Titles and headings to sections hereof are for reference only and shall in no way limit, define, or otherwise affect the provisions hereof. Whenever the context requires, the gender of all words shall include the masculine, feminine, and neuter, and the number of all words shall include the singular and plural.
- iv. Enforceability.** Should any provision of this MOU be held invalid or unconstitutional by any governmental body or court of competent jurisdiction, such holding shall not diminish the validity of any other provision hereof.
- v. Governing Law.** This MOU shall be governed by the laws of the State of Texas and is performable and shall be enforceable in Harris County, Texas.
- vi. Binding Effect.** Notwithstanding anything to the contrary herein, approval of this MOU by the respective governing boards of each Party serves as the final approval of the terms of this MOU and the final agreement to the selection of SJCCD as the provider in accordance with the terms herein. The provisions of this MOU shall inure to the benefit of and shall be binding on the heirs, personal representatives, successors, assigns, estates, and legatees of each of the Parties.
- vii. Prior Agreement and Amendment.** This MOU terminates and replaces any and all prior agreements, whether oral or written, by and between the Parties relating to the subject matter of this MOU. This MOU contains the entire agreement of the Parties and may be modified or amended only by a written instrument executed by the Parties. This MOU and its amendments, if any,

Attachment 1

shall be in writing and may be executed in multiple copies. Each multiple copy shall be deemed an original, but all multiple copies together shall constitute one and the same instrument.

- viii. Waiver. A waiver by either Party of a breach or failure to perform under this MOU shall not constitute a waiver of any subsequent or any other breach or failure.
- ix. Counterparts, One Agreement. This MOU and all other copies of this MOU, insofar as they relate to the rights, duties, and remedies of the Parties, shall be deemed to be one agreement. This MOU may be executed concurrently in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

Each Party understands that, by signing this MOU, neither Party is ceding local authority for program decisions. IN WITNESS WHEREOF, the Parties have executed this MOU to be effective as of the Effective Date herein set forth.

WITNESS OUR HANDS BELOW.

_____ **Independent School District**

San Jacinto Community College District

By: _____
Board Chairman

By: _____
Board Chairman

Date: _____

Date: _____

By: _____
Superintendent

By: _____
Chancellor

Date: _____

Date: _____

By: _____
Assistant Superintendent for
Curriculum and Instruction

By: _____
Deputy Chancellor and
President of the College

Date: _____

Date: _____

Item “XVI”
Regular Board Meeting August 14, 2017
Consideration of Approval of Out-of-district Tuition and Fee
Waiver for the Walmart Foundation League of Innovation Grant

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the waiver of the out-of-district tuition and fees relating to the Walmart Foundation/League of Innovation - Walmart Brighter Futures 3.0: Accelerating Career Mobility for Incumbent Retail Employees grant.

BACKGROUND

In November 2016, the Board approved funds from The Walmart Foundation/League for Innovation Walmart Brighter Futures 3.0: Accelerating Career Mobility for Incumbent Retail Employees (“Grant”). The grant provides training that leads to a Retail Management Certificate (RMC) that includes eight courses, totaling 24 credits. The grant pays for a student’s first three courses, and the employer is encouraged to pay for the subsequent five courses in the certificate. Training for the retail program is delivered online, and grocery retail chains are invited to participate.

Fourteen colleges across the western United States were awarded funding in this national program. In Texas, the colleges that are approved to participate are: San Jacinto College, Austin Community College, and Tarrant County College. Tyler Junior College was approved in a prior project and also participates in the program but is not funded through the Walmart Foundation 3.0 grant.

The details and expectations of the program have been developed over the last six months with Walmart and the Western Association of Food Chains. Through this development phase, it was determined the program should be offered as an online credit program. As a non-credit program, the College has flexibility with pricing for contract training. As a credit course, the Board approved tuition and fee rates based on semester credit hours and semester based fees would apply. Additionally, the out of district tuition rate would apply to those students living outside of the College’s taxing district. Since this is a national program with a focus on the western region, the recruitment pool will likely be located across the State and region.

IMPACT OF THIS ACTION

Through the program development, it was proposed that each participating college establish a flat tuition rate. San Jacinto College has proposed a flat tuition rate of \$300 per course. For the eight courses in the program, the revenue per student would be \$2,400. Approval of the waiver will allow the academic courses to be priced competitively with the other community colleges participating in the grant. The waiver will be applied to academic course tuition and fees to allow a flat rate per course of \$300. This requested waiver will only apply to the Walmart Brighter Futures 3.0 grant program.

Item "XVI"
Regular Board Meeting August 14, 2017
Consideration of Approval of Out-of-district Tuition and Fee
Waiver for the Walmart Foundation League of Innovation Grant

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The Board approved credit tuition and fee structure would be effectively set aside for the eight courses related to the Retail Management Certificate. A flat course fee of \$300 per course will be charged for all courses and participants in this grant program, regardless of residence. The proposed fee structure would enable approximately 92 students to participate in the program with the related grant funds (\$83,000). If the 92 students complete the program, an additional \$138,000 in revenue will be paid by the related employers. The grant will cover the cost of the instruction and related support and supplies.

MONITORING AND REPORTING TIMELINE

All reporting and monitoring will be conducted in accordance with the grant requirements.

ATTACHMENTS

None

RESOURCE PERSONNEL

Allatia Harris	281-459-7140	allatia.harris@sjcd.edu
Chet Lewis	281-998-6306	chet.lewis@sjcd.edu

**SAN JACINTO COMMUNITY COLLEGE DISTRICT
PURCHASE RECAP
August 14, 2017**

I.	EQUIPMENT, SUPPLIES & SERVICES BIDS	
	RFP #17-10	
	Student Payment Center Software (pgs. 2-3)	\$ 1,386,000
	RFP #17-20	
	Cabling Services (pgs. 4-5)	600,000
	RFP #17-22	
	Elevator Maintenance Services (pgs. 6-7)	160,000
	CMR #17-23	
	Construction Manager-at-Risk for Central Campus Welcome Center (pgs. 8-10)	1,029,283
	TOTAL OF ALL BIDS	3,175,283
II.	PURCHASE REQUESTS, SOLE SOURCE VENDORS, COOPERATIVES, AND CONTRACT RENEWALS	
	Purchase Request #1	
	Annual Renewals (pgs. 11-20)	30,833,266
	Purchase Request #2	
	Purchasing Cooperatives (pgs. 21-22)	-
	Purchase Request #3	
	Contract Extension for Petrochemical Consulting Services (pg. 23)	180,606
	Purchase Request #4	
	Guaranteed Maximum Price for the Center for Petrochemical, Energy, and Technology (pgs. 24-28)	45,605,753
	Purchase Request #5	
	Change Order for Renovation of South Campus Student Center, Phase I (pgs. 29-30)	293,000
	Purchase Request #6	
	Data Cabling and Services for a Wireless Refresh and Cabling Project (pgs 31-32)	230,000
	Purchase Request #7	
	Additional Funds for Internship Staffing Services (pg. 33)	300,000
	TOTAL OF PURCHASE REQUESTS	77,442,625
	GRAND TOTAL:	\$80,617,908

Consideration of Approval to Award Contract for Student Payment Center Software

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for student payment center software and an E-Commerce solution with TouchNet Information Systems, Inc. (TouchNet) for the Business Offices.

BACKGROUND

The TouchNet student payment center provides the interface required for cashiering functions related to credit cards, electronic or paper checks and currency transactions as well as the ability for students to create Installment Payment Plans (IPP) during the registration process. The system also includes a unique module called MarketPlace, which provides a web-based storefront to process payments for non-academic events such as summer camps.

A request for proposal, Project Number 17-10, was issued to procure a system to provide these services. Three (3) responses were received and evaluated by a team consisting of administrators and staff from the Business Office who determined the proposals submitted by TouchNet would provide the best overall value to the College. The College currently utilizes the TouchNet system and continuing with this product will avoid any disruption in the delivery of services.

IMPACT OF THIS ACTION

The TouchNet student payment center will allow students to pay for course registration charges and to complete IPP's through the College website or in-person. The system will also provide the ability for the community to electronically purchase products and register for events sponsored by the College.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The annual expenditure is \$198,000 for a total contract value of \$1,386,000. The expenditure is funded from the Information Technology Services and Continuing and Professional Development departments' 2017-2018 operating budget and subsequent year budgets.

MONITORING AND REPORTING TIMELINE

The contract term will be seven (7) years, commencing September 1, 2017 continuing through August 31, 2024.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Bill Dickerson	281-998-6142	bill.dickerson@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Genevieve Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Project Name:
Project Number:
Number of Evaluators:

Student Payment Center Software
RFP 17-10
3

Stated Criteria	Total Points Available		TouchNet Information Systems, Inc.	Higher One Inc. dba CASHNet	Nelnet Campus Commerce- Nelnet Business Solutions
Price Proposal	90		27	73	19
Training, Implementation, and Business Continuity	60		57	20	26
Project Understanding and Management	45		36	27	32
Qualifications and Experience of Firm	30		23	24	16
Qualifications and Experience of Personnel	30		24	15	23
Supplier's Past Relationship with College	30		29	19	1
Business Questionnaire	15		15	14	13
	300		211	192	130
			Total Points Received		

Final Ranking	
Vendor Name	Total Score
TouchNet Information Systems, Inc.	211
Higher One Inc. dba CASHNet	192
Nelnet Campus Commerce- Nelnet Business Solutions	130

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for cabling services with Network Cabling Services (NCS) for the College.

BACKGROUND

A request for proposals, Project Number 17-20, was issued to procure cabling services. One response was received and evaluated by a team consisting of Information Technology (IT) administrators and staff who determined the proposal submitted by NCS would satisfactorily meet the needs of the College.

Over the past few years, NCS has performed many installations and support services for the College and has exhibited a satisfactory and proven record of service to the College. The communications, products, installation, and coordination for all work was accomplished at or above the desired standards. As part of unplanned and budgeted technology equipment replacements, new installs, and data cabling for the current fiscal year, the products and cabling services to be provided will support changes, maintenance, and equipment updates across the institution.

IMPACT OF THIS ACTION

The products and services to be procured include cable drops, cabling supplies, audio visual equipment service and installations, data cabling repair, and general equipment maintenance to ensure IT reliability for classrooms, conference, office and other instructional spaces throughout the College.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$600,000. This expenditure is funded primarily from the IT department's 2017-2018 operating budget, Facilities Services' 2017-2018 Renovation and Remodel budget, and other various departmental budgets.

MONITORING AND REPORTING TIMELINE

The initial award term will be one (1) year, ending August 31, 2018, with renewal options of four (4) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Jeff Tambrella	281-998-6353	jeff.tambrella@sjcd.edu
Charity Simpson	281-998-6328	charity.simpson@sjcd.edu

Project Name Cabling Services
Project Number 17-20
Number of Evaluators 4

Stated Criteria	Criteria Explanation	Total Points Available	Network Cabling Services
Project Understanding and Management	Management and technical approach to the scope of services, breadth and depth of the Plan Detail.	80	69
Qualifications and Experience of Firm	Firm's references, reputation and experience	80	66
Qualifications and Experience of Personnel	Firm's personnel experience	80	63
Price Proposal	Evaluated on a best overall value approach for the College	160	143
		400	341
			Total Points Received

Final Ranking

Vendor Name	Total Score
Network Cabling Services	341

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for elevator maintenance services with Amtech Elevator Services for the Facilities Services department.

BACKGROUND

The College maintains Forty-seven (47) elevators which are in service throughout the campuses. These elevators comply with regulatory and accessibility requirements and are used to transport people and materials between floors of the College buildings. In order to operate reliably, and to comply with regulatory codes, elevators require periodic condition inspection, routine preventive and corrective maintenance, and occasional modernization upgrade.

In order to maintain servicing of the College elevator systems, a request for proposal, Project Number 17-22, was issued to procure elevator inspection, maintenance, and modernization services. Five (5) responses were received and evaluated by a team consisting of the representatives from the Facilities Services department, who determined the proposals submitted by Amtech Elevator Services would provide the best overall value to the College.

IMPACT OF THIS ACTION

The approval of this recommendation will allow for the continued inspection, certification and licensing, and safe operation of College facilities' elevators, to support the needs of the College community.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure is \$160,000 and will be funded from the Facilities Services department's 2017-2018 operating budget.

MONITORING AND REPORTING TIMELINE

The initial award term will be one (1) year, ending August 31, 2018, with renewal options of four (4) one-year terms.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
John Maslonka	281-542-2029	john.maslonka@sjcd.edu
Genevieve Scholes	281-998-6349	genevieve.scholes@sjcd.edu

Project Name
Project Number
Number of Evaluators

Elevator Maintenance Services
RFP 17-22
3

Stated Criteria		Total Points Available	Amtech Elevator Services (NAES Central, Inc.)	Elevator Transportation Services, Inc.	KONE Inc.	EMR Elevator, Inc.	Thyssenkrupp Elevator
Project Understanding and Management	Include technical approach, description of services, organizational chart, and their respective responsibilities.	75	58	54	51	56	20
Qualifications and Experience of Firm	Include a description of firm, with firm's history, size, professional staff composition, description of firm's past and current contracts. State of any lawsuits. Provide reference, preferably other colleges or public sector of similar size.	75	57	54	47	56	47
Price Proposal	Provide materials or parts necessary to complete work as allowed under the service requirements. Cost for inspections/tests shall be included in the monthly cost for routine/preventive maintenance and repair service. All travel and per diem shall be included in the unit price.	75	74	51	53	34	6
Qualifications and Experience of Personnel	Include a project-staffing plan including resumes for all proposed "key" staff members. Elevator Mechanics and their helper shall have a minimum of three (3) years' experience within the last five years providing maintenance and repair services on commercial elevators.	45	32	34	32	34	28
Business Questionnaire	Proposer must have provided and addressed all concerns mentioned in Attributes Tab - Business Questionnaire such as performance reputation, delivery, value added services, and personnel.	30	25	25	28	25	22
		300	246	218	211	205	123
Total Points Received							

Final Ranking	
Vendor Name	Total Score
Amtech Elevator Services (NAES Central, Inc.)	246
Elevator Transportation Services, Inc.	218
KONE Inc.	211
EMR Elevator, Inc.	205
Thyssenkrupp Elevator	123

CMR #17-23
Regular Board Meeting August 14, 2017

**Consideration of Approval to Award Contract for Construction Manager-at-Risk
for Central Campus Welcome Center**

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a contract for a Construction Manager-at-Risk (CMR) with Tellepsen Builders, L.P. to construct the new Central Campus Welcome Center.

BACKGROUND

In October 2016, the Board authorized the Construction Manager-at-Risk delivery method for the Central Campus Welcome Center.

Project Number 17-23 utilized a two-step solicitation process to procure these services in accordance with the Texas Government Code, Section 2269.251. A request for qualifications (RFQ), the first phase of the two-step process, was issued on May 31, 2017 and submittals were received from eighteen (18) firms. Evaluation and ranking of the submittals was based on criteria published in the RFQ. On June 27, 2017, the five highest-ranked firms were asked to submit a response to a Request for Proposals (RFP), the second phase of the two-step process. In addition, each firm made a presentation to the evaluation committee on July 6, 2017. The five finalists were ranked using numerical assessments from each segment and Tellepsen Builders, L.P. earned the highest overall score.

IMPACT OF THIS ACTION

Approval of this request will authorize a contract with Tellepsen Builders, L.P. to construct the new Central Campus Welcome Center. The scope of work will include pre-construction services and construction of a 52,040 square foot building that will provide a single point of contact for all enrollment and student development services.

The project will require development of the site on Central Campus to include grading and drainage systems, installation of water, waste water, and natural gas lines. The project will also include installation of electrical service to the building from the existing campus primary distribution system, as well as, connection of hot and chilled water pipes to the existing Central Plant.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Pending successful contract negotiations, the total general contractor estimated compensation will be \$1,029,283. This total consists of a preconstruction fee of \$15,000, estimated general conditions of \$811,615, and the construction management fee of 1.75%; all of which came in within budget.

The total project budget for the Welcome Center is \$22,410,920, of which \$19,410,920 is for the building and \$3,000,000 is for the building site development. The total project cost

CMR #17-23
Regular Board Meeting August 14, 2017

**Consideration of Approval to Award Contract for Construction Manager-at-Risk
for Central Campus Welcome Center**

includes all construction, equipment, design, permitting, and administrative costs, and is funded from the 2015 Bond Program.

The project's guaranteed maximum price (GMP) for construction will be developed as design and construction plans progress.

MONITORING AND REPORTING TIMELINE

Design and construction of the new building will require approximately twenty-one (21) months. Following detailed design and bidding, a GMP will be brought to the Board for consideration. Design and construction will be monitored by the College's Facilities Services personnel. Program management will be conducted by AECOM.

ATTACHMENTS

Attachment 1 - Tabulation

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

**CMR 17-23 Construction Manager-at-Risk for
Central Campus Welcome Center**

EVALUATION RESULTS

QUALIFICATIONS SUMMARY

	Contractors	Score	Weight	Final Score
1	Tellepsen Builders, L.P.	94.02	40%	37.61
2	Durotech Inc.	93.52	40%	37.41
3	Bartlett Cocke General Contractors, LLC	90.36	40%	36.14
4	J.T. Vaughn Construction, LLC	90.22	40%	36.09
5	Skanska USA Builders Inc.	89.42	40%	35.77

PRICING SUMMARY

	Contractors	Score	Weight	Final Score
1	Tellepsen Builders, L.P.	100.00	30%	30.00
2	Durotech Inc.	93.47	30%	28.04
3	Bartlett Cocke General Contractors, LLC	87.86	30%	26.36
4	J.T. Vaughn Construction, LLC	72.44	30%	21.73
5	Skanska USA Builders Inc.	63.93	30%	19.18

PRESENTATION SUMMARY

	Contractors	Score	Weight	Final Score
1	Tellepsen Builders, L.P.	88.75	30%	26.63
2	Durotech Inc.	88.25	30%	26.48
3	Bartlett Cocke General Contractors, LLC	85.65	30%	25.70
4	J.T. Vaughn Construction, LLC	81.08	30%	24.32
5	Skanska USA Builders Inc.	80.15	30%	24.05

FINAL SCORES

#	Contractor	Score
1	Tellepsen Builders, L.P.	94.23
2	Durotech Inc.	89.77
3	Bartlett Cocke General Contractors, LLC	88.20
4	J.T. Vaughn Construction, LLC	84.30
5	Skanska USA Builders Inc.	78.99

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve the following purchase requests which encompass the annual contract renewals and anticipated expenditures from existing suppliers in excess of \$50,000 during the 2017-2018 fiscal year. Funds will not be expended before the 2017-2018 fiscal year. The 2017-2018 budget was approved by the Board on July 10, 2017.

Auxiliary Services* **\$510,000*

Sysco, Houston to provide food supplies procured through RFP #15-17. This renewal will exercise the second of three one-year renewal options available. The second renewal contract term expires August 31, 2018. The estimated annual expenditure is \$450,000.

United States Postal Services for the campus post offices and mailing services. The sole source number is 1106. The estimated annual expenditure is \$60,000.

Continuing and Professional Development (CPD)* **\$3,190,000*

Alliance Safety Council to provide training materials for the Certified Occupational Safety Specialist program. The sole source number is 1334. The estimated annual expenditure is \$90,000.

Educated Business Resource Corp (EBRC) to provide advanced manufacturing training courses procured through RFP #16-27. This is the second year of a possible four-year contract. The contract expires May 31, 2018. The estimated annual expenditure is \$100,000.

LZ Technology, Inc. to provide internship staffing services procured through RFP #13-09. This is the fifth year of a possible five-year contract. The contract expires August 31, 2018. The estimated annual expenditure is \$3,000,000.

Educational Technology* **\$1,730,000*

Blackboard to provide the annual software license and maintenance for the Blackboard online class delivery, and web support services. The sole source number is 1225. This is the first year of a five-year contract. The current contract term expires August 31, 2018. The estimated annual expenditure is \$1,200,000.

Kaltura, Inc. to provide media streaming services procured through RFP #13-14. This is the fifth year of a possible eight year contract. The estimated annual expenditure is \$75,000.

Smarthinking to provide the annual software license and maintenance for Smarthinking online tutoring services. The sole source number is 1224. The estimated annual expenditure is \$400,000.

Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals

Turnitin to provide a plagiarism detection and student feedback tool for faculty and students as a building block in Blackboard. The sole source number is 1375. The estimated annual expenditure is \$55,000.

Facilities and Construction

\$4,715,000

ACR Engineering, Inc., Affiliated Engineers, Inc., BES/Terracon Consultants, Inc., DBR Engineering Consultants, Inc., and Rice & Gardner Consultants, Inc. to provide mechanical, electrical, and plumbing (MEP) engineering services as procured through RFQ 16-10. The combined estimated annual expenditure is \$100,000.

Automated Logic to provide heating, ventilation and air conditioning supplies procured through the Choice Partners purchasing cooperative, contract number 16/044JN-01. The contract expires June 20, 2018. The estimated annual expenditure is \$60,000.

Construction Masters of Houston to provide job order contracting services procured through the Choice Partners purchasing cooperative, contract number 15/041JN-04. The contract expires August 17, 2018. The estimated annual expenditure is \$300,000.

City of Houston to provide impact fees, boiler renewals, permits, inspection fees, water and sewer services. This is as a sole source provider in a regulated market. The estimated annual expenditure is \$310,000.

City of La Porte to provide water and sewer services. This is as a sole source provider in a regulated market. The estimated annual expenditure is \$100,000.

City of Pasadena to provide trash removal, water and sewer services. This is as a sole source provider in a regulated market. The estimated annual expenditure is \$450,000.

Harris County FWSD No. 51 to provide water and sewer services. This is as a sole source provider in a regulated market. The estimated annual expenditure is \$175,000.

Grainger to provide maintenance, repair and operational equipment and supplies for the Maintenance department's inventory control program, and special projects procured through the E&I purchasing cooperative, contract number CNR-01248. The contract expires January 31, 2020. The estimated annual expenditure is \$600,000.

HVAC Mechanical Services of Texas Ltd, dba Hunton Trane, to provide heating, ventilation and air conditioning maintenance services, procured through the Choice Partners purchasing cooperative, contract number 14/021JN-05. The contract expires June 16, 2018. The estimated annual expenditure is \$275,000.

Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals

Lowes to provide maintenance, repair and operational equipment and supplies procured through the TCPN purchasing cooperative, contract number R142104. The contract expires March 31, 2018. The estimated annual expenditure is \$60,000.

Service Solutions Corporation (SSC) to provide custodial services procured through the E&I purchasing cooperative, contract number CNR-01332 using the current contract. The estimated expenditure for four months is \$1,022,000, to allow time to complete a solicitation for these services. Once the solicitation process has been completed, a new contract award will be taken to the Board for review and consideration of approval.

Sherwin-Williams Co. to provide paint supplies, procured through the E&I purchasing cooperative, contract number CNR-01400. The contract expires July 31, 2021. The estimated annual expenditure is \$60,000.

Siemens Building Technologies, Inc. to provide fire alarm monitoring and life safety systems, procured through sole source # 1235 and GSA contract number GS-06F-0033P. This is the third year of a five year contract. The current contract term expires August 31, 2018. The estimated annual expenditure is \$113,000.

Siemens Building Technologies, Inc. to provide maintenance and energy management systems, products and services procured through the GSA purchasing cooperative, contract number GS-06F-0033P. The contract expires March 29, 2019. The estimated annual expenditure is \$350,000.

Siemens Building Technologies, Inc. to provide fire protection system inspections and supplies procured through the NJPA purchasing cooperative, contract number 031913-SIE. The contract term expires April 23, 2018. The estimated annual expenditure is \$95,000.

Suncoast Resources Inc. and O'Rourke Petroleum to provide gasoline and diesel fuel. Fuel purchases are exempt from competitive sourcing per section 44.031 of the Texas Education Code. The combined estimated annual expenditure for both vendors is \$175,000.

Texan Floor Services, Ltd. to provide Mohawk Carpet Distribution, Inc. flooring supplies and installation services procured through the NJPA purchasing cooperative, contract number 0121715-MCD. The contract expires February 16, 2020. The estimated annual expenditure is \$120,000.

Yellowstone Landscape (dba Bio Landscape and Maintenance, Inc.) to provide grounds keeping services procured through the Choice Partners purchasing cooperative, contract number 15/023JN-02. The current contract term expires April 20, 2018 and is expected to renew for another term. The estimated annual expenditure is \$350,000.

**Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals**

Fiscal Affairs

\$2,344,366

Claims Administrative Services, Inc. to provide workers' compensation insurance procured through an interlocal agreement. The annual fixed cost for one year is \$61,166 with a claims liability not to exceed \$370,960, for a total of \$432,126.

Daniel J. Snooks Attorney at Law to provide legal services. Legal services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive procurement laws pursuant to Section 44.031(f) of the Texas Education Code. The estimated annual expenditure is \$50,000.

Harris County Appraisal District to provide property appraisal and tax collection services. The sole source number is 1115. The estimated annual expenditure is \$660,000.

Heartland/TouchNet to provide merchant credit card services procured through RFP #15-14. This is the third year of a possible five-year contract. The contract expires August 31, 2018. The estimated annual expenditure is \$440,000.

Rick Tinker Insurance Agency to provide flood insurance procured through RFQ #15-12. This is the third year of a possible five-year contract. The contract expires August 19, 2020. The estimated annual expenditure is \$192,240.

Thompson & Horton LLP to provide legal services. Legal services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive procurement laws pursuant to Section 44.031(f) of the Texas Education Code. The estimated annual expenditure is \$400,000.

Texas Association of School Boards (TASB) Risk Management Fund for unemployment compensation insurance procured through an interlocal agreement. The estimated annual expenditure is \$170,000.

General Operations

\$8,928,100

Advanced Technologies Consultants to provide technical training equipment for instructional programs procured through the ESC Region 5 purchasing cooperative, contract number 20140406. The contract expires May 31, 2018. The estimated annual expenditure is \$50,000.

Airgas LLC to provide welding and medical gases procured through the E&I purchasing cooperative, contract number CNR01362. The contract expires September 30, 2019. The estimated annual expenditure is \$125,000.

Anson Aviation to provide flight training services procured through RFP #12-09. The extension term expires August 31, 2018. The estimated annual expenditure is \$200,000.

Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals

A-Rocket Moving & Storage to provide moving services procured through RFP #16-24. This renewal will exercise the first of four one-year renewal options available. The first renewal contract term expires August 31, 2018. The estimated annual expenditure is \$150,000.

B & H Foto and Video to provide photo supplies and equipment procured through multiple purchasing cooperative contracts: E&I contract number CNR01341, expires July 31, 2023; and BuyBoard contract number 482-15, expires April 30, 2018. The estimated annual expenditure is \$150,000.

CDW-G to provide annual software maintenance licenses, computer supplies, and equipment, procured through multiple cooperative contracts: Choice Partners contract number 13/068DG-09, expires January 22, 2018; National IPA contract number 130733, expires August 17, 2018; and DIR contract number DIR-TSO-2661, expires September 19, 2017. The estimated annual expenditure is \$120,000.

CenterPoint Energy Resources to provide natural gas. This is a sole source provider in a partially regulated market. The estimated annual expenditure is \$240,100.

College Board to provide Texas Success Initiative (TSI) Assessment tests. The sole source number is 1384. The estimated annual expenditure is \$150,000.

Constellation to provide electricity services procured through RFP #14-14. This is the fourth year of a five year contract and includes five percent green energy. The contract expires December 11, 2019. The estimated annual expenditure is \$3,500,000.

DS Services (Sparkletts) to provide drinking water and coolers procured through the Choice Partners purchasing cooperative, contract number 17/029TJ-01. The current contract term expires June 19, 2018. The estimated annual expenditure is \$55,000.

Elsevier to provide HESI assessment exams for nursing students to measure their progress throughout the nursing curriculum and predict student success on national examinations. The sole source number is 1391. The estimated annual expenditure is \$200,000.

Fisher Scientific to provide science and lab supplies and equipment procured through the National IPA purchasing cooperative, contract number MR91000-2009. The current contract term expires August 31, 2017 and is expected to be renewed. The estimated annual expenditure is \$50,000.

Furniture Marketing Group, Inc. (FMG) to provide furniture and installation services procured through multiple cooperative contracts: U. S. Communities contract number 4400003402, expires December 31, 2018 and is expected to renew for another term; and National IPA contract number P15-150, expires March 31, 2019. The estimated annual expenditure is \$100,000.

Facility Interiors to provide furniture and installation services procured through cooperative contracts: Choice Partners contract number 15/031CG-08, expires July 20, 2018; and National IPA contract number P15-150, expires March 31, 2019. The estimated annual expenditure is \$200,000.

Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals

GovConnection, Inc. to provide computer supplies and equipment procured through National IPA, contract number R160202. The contract expires July 31, 2019. The estimated annual expenditure is \$65,000.

Haworth to provide furniture procured through the U. S. Communities purchasing cooperative, contract number 4400003402. The current contract term expires December 31, 2022. The estimated annual expenditure is \$500,000.

Konica Minolta to provide leased copiers procured through the DIR purchasing cooperative, contract number DIR-TSO-3082. The contract expires August 13, 2019. The estimated annual expenditure is \$330,000.

Lab Resources Inc. to provide technical training equipment and supplies for instructional programs procured through the Choice Partners purchasing cooperative, contract number 13/062DG-29. The current contract term expires November 18, 2017 and is expected to renew for another term. There is one renewal remaining. The sole source number is 1406. The estimated annual expenditure is \$125,000.

Laerdal Medical Corporation to provide medical equipment and supplies procured through the First Choice purchasing cooperative, contract# FC 2252. The contract expires December 31, 2018. The estimated annual expenditure is \$250,000.

McCorvey Prepared Precision Products, L.P. dba Flying Tigers to provide flight training services procured through RFP #12-09. The extension term expires August 31, 2018. The estimated annual expenditure is \$600,000.

Moore Medical to provide medical equipment and supplies procured through the BuyBoard purchasing cooperative, contract# 530-17. The contract expires May 31, 2020. The estimated annual expenditure is \$100,000.

Office Max/Office Depot to provide general office supplies procured through the Purchasing Solutions Alliance (PSA) purchasing cooperative, contract number 13-100. This is the fourth year of a possible five year contract. The current contract term expires May 18, 2018. The estimated annual expenditure is \$675,000.

Pocket Nurse to provide medical equipment and supplies procured through the Region 5 ESC purchasing cooperative. The contract expires June 30, 2018. The estimated annual expenditure is \$100,000.

Sam's Club to provide grocery and general retail store items procured through IFB # 16-20. The contract expires August 31, 2020. The estimated annual expenditure is \$61,000.

Sierra Stage Coaches to provide charter bus services procured through RFP #16-02. This is the third year of a possible five year contract. The contract term expires August 31, 2018. The estimated annual expenditure is \$210,000.

**Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals**

Southern Computer Warehouse (SCW) to provide computer supplies and equipment procured through multiple purchasing cooperatives. The BuyBoard contract number 498-15 expires December 31, 2018. The estimated annual expenditure is \$100,000.

Technical Laboratory Systems Inc. to provide technical training equipment and supplies for instructional programs procured through the Choice Partners purchasing cooperative contract number 14/034MP-14 for training system distributor. The current contract term expires September 15, 2017, and is expected to renew for another term. The estimated annual expenditure is \$50,000.

Texas Association of Community Colleges (TACC) for annual membership dues and assessments. The sole source number is 1116. The estimated annual expenditure is \$100,000.

Verizon Wireless to provide wireless phone service for approximately 250 phone lines procured through the GSA purchasing cooperative, contract number GS-35F-0119P. The contract expires December 2, 2018. The estimated annual expenditure is \$90,000.

United Flight Systems to provide flight training services procured through RFP #12-09. The extension term expires August 31, 2018. The estimated annual expenditure is \$120,000.

US Aviation Group to provide aviation program consulting services procured through RFP #17-04. This is the second year of a possible two-year contract. The contract expires August 31, 2018. The estimated annual expenditure is \$102,000.

VWR International (Ward's Natural Science & Sargent Welch) to provide science and lab supplies and equipment procured through the BuyBoard purchasing cooperative, contract numbers 487-15, and E & I purchasing cooperative, contract number CNR-01163 and CNR-01532. The contracts expire October 31, 2018 and June 30, 2018 respectively. The estimated annual expenditure is \$60,000.

ITS

\$6,128,800

Acquia to provide the College's hosted Drupal Platform for its website. The sole source number is 1378. The estimated annual expenditure is \$85,000.

AT&T to provide internet access and telephone services procured through DIR purchasing cooperative, contract number DIR-TSO-3420. The contract term expires June 10, 2018. The estimated annual expenditure is \$280,000.

Avaya to provide phone system maintenance and support procured through the DIR purchasing cooperative, contract number DIR-TSO-2654. The contract term expires February 10, 2018. The estimated annual expenditure is \$160,000.

Comcast to provide internet connectivity upgrade services procured through RFP 14-05. This is the fourth year of a possible five year contract. The contract term expires September 11, 2018. Comcast also provides television and internet services college-wide in a regulated access market

Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals

as well as the plan to acquire new circuits in the coming year. The estimated annual expenditure is \$140,000.

Dell Financial Services, LLC to provide computer leasing and equipment procured through the DIR purchasing cooperative, contract number DIR-SDD-1951. The contract term expires January 10, 2018. The estimated annual expenditure is \$2,175,000.

Dell Marketing, LP to provide computer supplies and Microsoft license agreements procured through the DIR purchasing cooperative, contract number DIR-SDD-1951. The contract expires January 10, 2018. The estimated annual expenditure is \$670,000.

Ellucian to provide annual software licenses and maintenance for the Banner software system procured through the Texas A&M Corpus Christi Texas Connection Consortium inter-agency agreement. Also included are Banner functional and technical consultation and Banner data implementation services. The estimated annual expenditure is \$500,000.

Information Builders to provide software maintenance for the Webfocus programs. The sole source number is 1269. The estimated annual expenditure is \$65,000.

Layer3 Communications, LLC to provide software, hardware, products, services and maintenance for equipment including telephone and server equipment, network data switch gear and wireless access points procured through the DIR purchasing cooperative, contract number DIR-TSO-2679 expires September 19, 2018, and TIPS purchasing cooperative, contract number 1071615 expires July 26, 2018. The estimated annual expenditure is \$93,000.

Level 3 Communications formerly known as TW Telecom of Texas, LLC to provide internet access procured through the DIR purchasing cooperative, contract number DIR-TEX-AN-NG-CTSA-006. The contract expires August 4, 2019. The estimated annual expenditure is \$75,000.

Lexmark Enterprise Software to provide ImageNow software. The sole source number is 1468. The estimated annual expenditure is \$60,000.

Mythics, Inc. to provide Oracle software licenses and maintenance procured through the DIR purchasing cooperative, contract DIR-TSO-2548. The contract term expires October 16, 2017 and is expected to renew for another year. The estimated annual expenditure is \$425,000.

PCM Gov, Inc. to provide hardware, software, networking equipment, storage, peripherals, supplies, Citrix subscription licenses and software renewals through multiple purchasing cooperatives. DIR contract number DIR-TSO-3778, expires May 2, 2019, Choice Partners contract 13/068DG-14, expires January 22, 2018 and BuyBoard contract number 498-15 expires December 31, 2018. The estimated annual expenditure is \$140,000.

PCPC Direct to provide uninterruptible power supplies (UPS)/battery backups for data center power system maintenance. Choice Partners contract number 13/068DG-31, current contract term expires January 22, 2018, The estimated annual expenditure is \$75,000.

**Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals**

REALTHINK LLC to provide consulting services for the Information Technology Services department. The term of the agreement expires August 31, 2018 and will renew automatically unless terminated by either party. The estimated annual expenditure is \$300,800.

SHI Government Solutions Inc. to provide maintenance, peripherals and supplies through multiple purchasing cooperatives. TCPN R150704, expires September 30, 2018, Choice Partners 15/006MP-20, expires February 23, 2018, and BuyBoard 498-15 expires December 31, 2018. The estimated annual expenditure is \$85,000.

Texas A&M University Corpus Christi for maintenance of Banner, DegreeWorks, FlexReg, E-Learning, Recruiter software modules, and anticipated consulting to support Banner XE and Pathways procured through an interagency contract. The estimated annual expenditure is \$800,000.

***Lease Agreements* \$728,000**

Houston Pilots Association to provide a vessel piloting simulator for the Maritime program. The lease agreement is a five-year term with an expiration date of December 31, 2018, with the option to extend for an additional five-year term. Annual lease payments of \$50,000, paid quarterly.

St. Charles Interest, Inc. for a facility located at 3234 East Pasadena Freeway to house the Applied Trades and Technology Programs offered by CPD. The current term of the lease extends through June 30, 2019. Leasing of real property does not fall within the requirements for competitive bidding required in Chapter 44 of the Texas Education Code. The annual cost of the lease is \$100,000.

Apartments are leased to provide housing for student athletes on scholarship. Lease agreements range from nine to twelve month terms based on availability and requirements specific to each complex. Leasing of real property does not fall within the requirements for competitive bidding required in Chapter 44 of the Texas Education Code.

Advenir at Wynstone	\$190,000
Beamer Place	\$230,000
Campus View Houston, LP	\$ 66,000
CEG San Jacinto LLC	\$ 92,000

***Library Services* \$561,000**

Amigos Library Services, Thomson/Gale, Infobase Publishing, Online Computer Library Center, Inc., Oxford University Press, R.R. Bowker, LLC, Springshare, Inc., and various other vendors to provide access to digital library databases. Library purchases are exempt from competitive bidding per Sections 44.0311(c) and 130.0101 of the Texas Education Code. The estimated annual expenditure is \$100,000.

**Purchase Request #1
Regular Board Meeting August 14, 2017
Consideration for Annual Renewals**

Schroeder's Book Haven, Yankee Book Peddler Inc., Thomson/Gale, West Group, Amazon and various other vendors to provide library books, equipment, and supplies. Library purchases are exempt from competitive bidding per Sections 44.0311(c) and 130.0101 of the Texas Education Code. The estimated annual expenditure is \$250,000.

EBSCO Subscription Services to provide access to digital library databases. Library purchases are exempt from competitive bidding per Sections 44.0311(c) and 130.0101 of the Texas Education Code. The estimated annual expenditure is \$135,000.

Innovative Interfaces to provide hosting and maintenance services of the Sierra Integrated Library System and subscription services to InnView. The sole source number is 1387. The estimated annual expenditure is \$76,000.

Marketing

\$1,998,000

Academic Marketing Services to provide turnkey magazine production services procured through RFP #17-01. The current contract term expires October 10, 2018. The estimated annual expenditure is \$300,000.

Clear Channel Outdoor and Howard Fetzer Sign Co to provide outdoor advertising/billboards for marketing purposes. The sole source number is 1418. The estimated annual expenditure is \$168,000.

Houston Chronicle to provide advertising services for marketing and legal notices posted by the College. The sole source number is 1194. The estimated annual expenditure is \$530,000.

Steel Digital Studios dba Steel Branding to provide media buying services for the College procured through RFP 14-15. This is the third year of a possible five year contract. The contract term expires August 31, 2018. The estimated annual expenditure is \$500,000.

Steel Digital Studios dba Steel Branding to provide digital advertising and search engine optimization for the College procured through RFP 15-19. This is the second year of a possible five year contract. The contract term expires August 31, 2018. The estimated annual expenditure is \$500,000.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve utilization of purchasing cooperatives on an as-needed basis for authorized expenditures for the fiscal year 2017-2018.

BACKGROUND

The College participates in various purchasing cooperatives, group purchasing organizations, government purchasing alliances, interagency agreements, bids and contracts both in and out of the State of Texas. The purpose of the cooperatives is to provide lower prices and better quality products for educational institutions belonging to the cooperatives and allows the College to take advantage of leveraged buying through these various agreements. The contracts awarded through these cooperatives are competitively bid and comply with the State of Texas competitive bidding requirements.

IMPACT OF THIS ACTION

The purchase of products and services through competitively bid purchasing cooperatives allows the College to leverage buying power by pooling the purchasing volume of multiple governmental and educational institutions in order to obtain the best value for the cooperative members. Utilizing these competitively bid contracts also saves time and money as these contracts are readily available for use when a need arises and precludes the requirement to initiate a formal solicitation process. Buying through the cooperatives meets the requirements of the State bidding laws and College purchasing policies.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Items purchased through the cooperatives will be procured utilizing individual departmental budgets.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 - List of Interlocal Purchasing Cooperatives

RESOURCE PERSONNEL

Ann Kokx-Templet

281-998-6103

ann.kokx-templet@sjcd.edu

Attachment #1 – List of Interlocal Purchasing Cooperatives

City of Houston and Metropolitan Transit Authority
Claims Administrative Services (CAS)
Educational & Institutional Cooperative Purchasing (E&I)
First Choice Cooperative (FCC)
Harris County Department Education - Choice Partners
Houston-Galveston Area Council (H-GAC)
Horizon Resource Group
National Association of Educational Procurement (NAEP)
National Joint Powers Alliance (NJPA)
National Intergovernmental Purchasing Alliance (National IPA)
Provista
Purchasing Solutions Alliance (PSA)
Region 2 Education Service Center (ESC)
Region 4 Education Service Center (ESC)
Region 5 Education Service Center (ESC)
Region 19 Education Service Center (ESC)
State of Texas Cooperative Purchasing Program
Tarrant County Cooperative Purchasing Program
Texas Association of Public Educators (TAPE)
Texas Association of School Boards (TASB) - BuyBoard
Texas Department of Information Resources (DIR)
Texas Interlocal Purchasing System (TIPS/TAPS)
Texas Investment Provider Selection Committee (TIPSC)
Texas Multiple Award Schedule (TXMAS)
Texas Procurement and Support Services (TPASS)
Texas State Management Travel Program (TSTMP)
U.S. Communities Government Purchasing Alliance
U.S. General Services Administration (GSA), Schedules 70 and 84

Consideration of Approval of a Contract Extension for Petrochemical Consulting Services

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the extension of a contract for consulting services provided by R. Boeding Group, LLC (Randy Boeding) for the Central Campus Center for Petrochemical, Energy, and Technology.

BACKGROUND

The College engaged consulting services with Randy Boeding in June 2015, to facilitate visioning, planning, and development of industry relationships related to the new Center for Petrochem on Central Campus. Consulting services are classified as professional services pursuant to Section 2254 of the Texas Government Code and are exempt from competitive bidding per Section 44.031(f) of the Texas Education Code.

IMPACT OF THIS ACTION

The extension of his contract will allow Randy Boeding to continue to provide consulting services to the College for the Center for Petrochemical, Energy, and Technology. Randy Boeding's current assignments include fundraising outreach, plan review of the new training facility and affiliated laboratories, consultation on the glycol process unit, academic program review, and industry liaison services.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated annual expenditure for this request is \$180,606. These services will be funded from the 2015 Bond Program and contractual services within the 2017-2018 operating budget.

MONITORING AND REPORTING TIMELINE

The need for consulting services will continue through fiscal year 2017-2018. Dr. Allatia Harris, Vice Chancellor for Strategic Initiatives, will continue to monitor the consulting services provided by Randy Boeding.

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Allatia Harris	281-459-7140	allatia.harris@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #4
Board Meeting August 14, 2017
Consideration of Approval of the Guaranteed Maximum Price for
the Center for Petrochemical, Energy, and Technology

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a Guaranteed Maximum Price (GMP) with Tellepsen Builders, L.P. (Tellepsen) to construct the Center for Petrochemical, Energy, and Technology (Petrochem) at Central Campus.

BACKGROUND

Tellepsen was awarded a contract for Construction Manager-at-Risk (CMR) services, Project 16-21, in April 2016, to construct the new Central Campus Petrochem building. To date, they have provided preconstruction services to the design team during the detailed planning and design phases of the project. After completion of the design package, Tellepsen solicited and received bids to compile the project GMP. The subcontractor proposals received were assessed for accuracy and scope, and sub-contractors who offered the best value to the College were selected and their bids were incorporated into the GMP. The contract includes the requirement that the contractor comply with Chapter 2258 of the Texas Government Code regarding applicable prevailing wage rates.

IMPACT OF THIS ACTION

The Petrochem project will include construction of an educational facility with a mix of conference, classroom, administration, and high-bay lab/shop space. The scope also includes site development, a central plant, a roadway and entrance canopies. Upon completion, the project will also include a state-of-the-art glycol distillation unit adjacent to the building whose GMP will be presented separately upon completion of design and receipt of bids. The plant will provide opportunities for training in a real-life, hands-on work environment. The building is schedule to be completed by May 2019.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

Prior to the submission of construction bids, the construction budget for building and extended site development was \$46,295,758. Following tabulation of all subcontractor bids, the total GMP expenditure for the requested package of work is \$45,605,753, which will become the GMP for the building and site development project. The current total estimated construction cost for the project, including the process plant training unit, is \$52,244,491.

The total project budget for the Petrochem project is \$68,364,028, of which \$52,787,630 is for the building, \$7,630,389 is for the process plant, and \$7,946,009 is for the extended site development. The total project cost includes all construction, equipment, design, permitting, and administrative costs, and is funded from the 2015 Bond Program.

Purchase Request #4
Board Meeting August 14, 2017
Consideration of Approval of the Guaranteed Maximum Price for
the Center for Petrochemical, Energy, and Technology

MONITORING AND REPORTING TIMELINE

All work is scheduled to be completed twenty-two (22) months following Notice to Proceed. Construction will be monitored by the College's Facilities Services personnel. Program management will be conducted by Rizzo & Associates.

ATTACHMENTS

Attachment 1 - Guaranteed Maximum Price Exhibit C and Associated Support

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

EXHIBIT C

EXHIBIT C-1

GUARANTEED MAXIMUM PRICE AMENDMENT

This Guaranteed Maximum Price Amendment ("Amendment") amends the Contract between the San Jacinto Community College District ("SJCCD," "College," or "Owner") and Tellepsen Builders, LP ("Construction Manager") for the Owner's Project No. 16-21 Central Campus Center for Petrochemical, Energy and Technology as of August 4, 2017 ("Amendment Effective Date").

1. Pursuant to Section 5.01(g) of the Agreement and as otherwise required by provisions of the Contract, the Owner and Construction Manager hereby amend the Agreement to establish a Guaranteed Maximum Price as set forth in this Amendment. As agreed by the Owner and Construction Manager, the Guaranteed Maximum Price is an amount that the Total Project Cost shall not exceed. The Total Project Cost consists of the Cost of Work **\$42,246,226** inclusive of the Construction Contingency Allowance of **\$1,005,863** as described in Section 5.01(g)(5) of the Agreement and the Owner's Contingency Allowance of **\$1,005,863** as described in Section 5.01(g)(5) of the Agreement; Construction Manager's Fee of **2.00%** of the Cost of the Work as set forth in Section 7.02 of the Agreement; and the General Conditions Fee **\$2,514,601** as set forth in Exhibit I of the Agreement inclusive of the costs of payment and performance bonds, insurance, and permits as that term is defined in Article 8 of this Agreement. The scope of work and projects included in this Amendment are set forth this Amendment on Tabs, attached hereto.
2. The Total Project Cost is guaranteed by the Construction Manager not to exceed Forty-Five Million Six Hundred Five Thousand Seven Hundred Fifty-Three Dollars (**\$45,605,753**), subject to additions and deductions by Change Order as provided in the Contract Documents.
3. An itemized statement of the Guaranteed Maximum Price that was submitted as a proposal and approved by the Owner organized by trade categories, allowances, contingencies, alternates, the Construction Manager's Fee, and other items that comprise the Guaranteed Maximum Price is attached to this Amendment as Exhibit C-2 ("GMP Proposal"). Upon acceptance and execution of this Amendment, the GMP Proposal and all GMP Supporting Documents become a part of this Amendment and are incorporated herein for all purposes.
4. The Construction Manager shall achieve Substantial Completion of the entire Work not later than May 6, 2019 and Final Completion by July 2, 2019.

**SAN JACINTO COMMUNITY COLLEGE
DISTRICT**

Signed By: _____

Chet Lewis

Vice Chancellor of Fiscal Affairs

Date: _____

TELLEPSEN BUILDERS, LP

Signed By: _____

Steve Peterson

Vice Chairman & COO

Date: 8/9/2017

EXHIBIT C-2

GUARANTEED MAXIMUM PRICE PROPOSAL

We hereby submit to the Board of Trustees of SJCCD for the use and benefit of SJCCD and pursuant to the provisions of Section 5 of the Construction Management At-Risk Agreement by and between SJCCD and Tellepsen Builders, LP a Guaranteed Maximum Price (GMP) for Project Number 16-21 Central Campus Center for Petrochemical, Energy and Technology (as defined in the Agreement) based on the Contract Documents (as defined in the Agreement) developed for the Project, as follows:

1. A not-to-exceed amount for the reimbursement Cost of the Work provided by the Agreement (exclusive of contingencies for design, bidding, and price escalation) and inclusive of the cost of work outlined in Tellepsen's Proposal Response (Refer to Tab 4 for cost descriptions and breakdowns)

\$ 40,234,500.00

2. An amount for general condition items described in Exhibit H to the Agreement derived from the unit prices and based on the duration of the project (exclusive of contingencies for design, bidding, and price escalation: (Refer to Tab 4b for cost descriptions and breakdowns). (Includes bonds, insurances, and permits)

\$ 2,514,601.00

3. A total, not-to-exceed Construction Contingency Allowance for design completion, assumptions, and clarifications, bidding, and price escalation: (Refer to Tab 3f for cost descriptions and breakdowns).

\$ 1,005,863.00

4. Owner's Contingency Allowance.* any unused amount will be deducted from the Guaranteed Maximum Price by Change Order.

\$ 1,005,863.00

5. Total of the Construction Manager's Construction Phase fees pursuant to the Agreement

\$ 844,925.00

TOTAL OF 1 THROUGH 5

\$ 45,605,752.00

Attached to this Proposal is a list of Assumptions and Clarifications, Drawings, and Specifications on which the GMP is based, all of which are part of the GMP Supporting Documents and are incorporated into this Proposal.

This figure shall be the Guaranteed Maximum Price (GMP) that we hereby guarantee to the Owner shall not be exceeded. Attached is a breakdown showing the dollar amount allocated to each bidding package; all of which totals the GMP amount.

*Expenditure from Allowance amounts shall be only upon written approval from the Owner by execution of an Allowance Expenditure Authorization (AEA). Expenditures shall be kept within the amounts set forth, unless specific approval and written authorization by the Owner provides otherwise. Balances of Allowances not expended shall revert to the Owner.

NOTE: When invoicing, please refer to Project No. 16-21.

Submitted by:

CONSTRUCTION MANAGER

Tellepsen Builders, LP

By: _____

Steve Peterson
Vice Chairman & COO

Purchase Request #5
Regular Board Meeting August 14, 2017
Consideration of Approval to Approve Change Order for
Renovation of South Campus Student Center, Phase I

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve a change order to the contract with Structure Tone Southwest, LLC (Structure Tone).

BACKGROUND

At the May 2017 meeting, the Board of Trustees approved a construction contract with Structure Tone to complete the Phase I renovation of the South Campus Bruce Student Center. The Phase I project consists of half of the second floor and a portion of the first floor of the building.

During the renovation, several unforeseen conditions were discovered along with unexpected city inspection requirements that warranted additional consideration and expenditure. These items included the need to install smoke dampers in the air conditioning system, seal existing penetrations in fire walls, unforeseen drywall, plumbing and electrical modifications, the addition of two new variable air volume control boxes, and revisions to air conditioning ductwork due to structural considerations.

A construction change directive was issued to the general contractor by the College on June 8, 2017. The action allowed for work to continue while concurrently addressing these issues in order to complete the project on schedule and avoid any negative impact on the Fall student registration.

IMPACT OF THIS ACTION

Completion of the tasks included in this change order will allow for completion of the South Campus Bruce Student Center Phase I renovation. Completion of the project allows thirty-one (31) people within the Learning & Assessment, Student Services, and Registrar & Enrollment Management departments to begin work in the reconfigured and renovated space to support student registration following the slower mid-summer period.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The original contract value for the Phase I renovation was \$1,174,800. The estimated not-to-exceed amount for this change order is \$293,000, which would bring the new contract value to \$1,467,800. This expenditure will be funded from the 2015 Bond Program.

MONITORING AND REPORTING TIMELINE

The Phase I second floor renovation was completed on schedule and move in occurred on July 6, 2017, while the first floor renovation is scheduled for completion on August 9, 2017.

**Purchase Request #5
Regular Board Meeting August 14, 2017
Consideration of Approval to Approve Change Order for
Renovation of South Campus Student Center, Phase I**

ATTACHMENTS

None

RESOURCE PERSONNEL

Bryan Jones	281-998-6343	bryan.jones@sjcd.edu
Bill Dowell	281-998-6122	william.dowell@sjcd.edu
Ann Kokx-Templet	281-998-6103	ann.kokx-templet@sjcd.edu
Angela Klaus	281-998-6327	angela.klaus@sjcd.edu

Purchase Request #6
Regular Board Meeting August 14, 2017
Consideration of Approval to Purchase Data Cabling
and Services for a Wireless Refresh and Cabling Project

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the purchase of cabling services with Network Cabling Services for the Information Technology Services (ITS) department to support the Data Systems Wireless Access Point Refresh and Cabling project.

BACKGROUND

The College has embraced the adoption and expansion of open resource materials for students. As part of the program, there is a need to install high density wireless services throughout areas on all three campuses. Open resource materials will reduce cost for the students, but requires a more robust wireless network to support the increased activity and reliance on the systems. In order to convert the existing wireless coverage to higher density, the quantity and locations of the network data drops that support the wireless network will need to be changed as well as installing additional data drops in buildings to meet the expected increase in internet traffic.

A request for proposals, Project Number 17-20, was issued to procure cabling services. One response was received and evaluated by a team consisting of Information Technology administrators and staff who determined the proposal submitted by Network Cabling Services would satisfactorily meet the needs of the College.

IMPACT OF THIS ACTION

Expanding the wireless network capacity and density is instrumental to the support of the program that is designed to provide a significant cost reduction for classroom textbooks for our students.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

The estimated expenditure for this request is \$230,000. This expenditure for this project is funded from the 2008 Bond Program budget.

MONITORING AND REPORTING TIMELINE

The high density wireless networking project roll out is expected to begin mid-September 2017 and is planned to be completed by the end of March 2018.

ATTACHMENTS

None

**Purchase Request #6
Regular Board Meeting August 14, 2017
Consideration of Approval to Purchase Data Cabling
and Services for a Wireless Refresh and Cabling Project**

RESOURCE PERSONNEL

Rob Stanicic	281-929-4673	rob.stanicic@sjcd.edu
Jeff Tambrella	281-998-6353	jeff.tambrella@sjcd.edu
Charity Simpson	281-998-6328	charity.simpson@sjcd.edu

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends the Board of Trustees approve the expenditure of additional funds for internship staffing services from LZ Technology, Inc. for the Continuing and Professional Development (CPD) department.

BACKGROUND

CPD works with LZ Technology to support the “Get a Glimpse” and “Pathways” Professional Learning Experience program. LZ Technology and CPD work together to hire, recruit, screen, and place eligible student candidates into internship positions within industries in which they may potentially be hired into. Interns work at the company sponsor’s location, including aerospace companies in Clear Lake and the surrounding areas.

A request for proposals, Project Number 13-09, was issued in April 2013, to procure internship staffing services. The Board approved a contract renewal with LZ Technology, Inc. in August 2016.

IMPACT OF THIS ACTION

CPD is requesting the additional funds to accommodate requests from the aerospace sponsor companies for interns to work extended hours during the summer months. Eligible students will have the opportunity to gain practical experience by participating in workplace readiness and external learning courses/internships through the CPD Division. The internships are in partnership with sponsor companies that allow the student to concurrently earn continuing education units (CEUs) while participating in the external learning experience.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

In August 2016, the Board approved an expenditure of \$2,000,000 for internship staffing services. This request will increase the total approved amount by \$300,000 for a total of \$2,300,000. This expenditure will be funded by the CPD Division’s 2016-2017 operating budget.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

None

RESOURCE PERSONNEL

Sarah Janes	281-478-3605	Sarah.Janes@sjcd.edu
Linda Droblich	281-476-1839	Linda.Droblich@sjcd.edu
Genie Freeman-Scholes	281-998-6349	Genevieve.Scholes@sjcd.edu

Item "A"
Regular Board Meeting August 14, 2017
Approval of the Minutes for the July 10, 2017
Board Workshop, Public Budget Hearing, and Regular Board Meeting

RECOMMENDATION

The Chancellor requests that the Board of Trustees approve the minutes for the July 10, 2017, Board Workshop, Public Budget Hearing, and Regular Board Meeting.

**San Jacinto College District Board Workshop
July 10, 2017
District Administration Building, Suite 201**

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 Others: Chet Lewis, Mandi Reiland
	Agenda Item:	Discussion/Information
I.	Call the Meeting to Order	Workshop began at 5:46 p.m.
II.	Roll Call of Board Members	Board Members: Erica Davis Rouse, Dan Mims, John Moon, Jr., Keith Sinor, Dr. Ruede Wheeler, Larry Wilson
III.	Update on 85th Legislative Special Session	<p>Dr. Brenda Hellyer provided an update on the 85th Legislative Session. She gave an overview of the areas of impact to community colleges.</p> <ul style="list-style-type: none"> • Article IX, Section 7.04 of Senate Bill (SB) 1 Purchasing Impact - This requires all contracts, regardless of the funding source to be submitted to the Legislative Budget Board. • DIR Contracts Changes (SB 262) - This requires a request for quotes on all contracts valued from \$50,000 to \$150,000 with at least three vendors. If the amount is over \$150,000, a minimum of six quotes is required. • Itemizing Public Notice Expenditures in Budgets (SB 622) - A line item indicating expenditures for notices required by law to be published in a newspaper must be included in the proposed budget of a political subdivision. The itemization must allow as clear a comparison, as practicable, between those expenditures in the proposed budget and actual expenditures for the same purpose in the preceding year. Chet explained that this would apply to next year's budget, not this year.

		<ul style="list-style-type: none"> • Amendment to SB 719 to Require Pilot Study for Financial Reporting - This includes a requirement for Texas Higher Education Coordinating Board (THECB) to collect and maintain data relating to the participation of persons with intellectual and developmental disabilities in workforce continuing education programs who are eligible for funding through the State. The bill was amended to include the pilot program for five colleges to study financial reporting by instructional site. The amendment will override the reporting rider currently required in the budget. It is anticipated that San Jacinto College will be included in the pilot. Brenda explained to Representative Rainey (the author) that it will be difficult to achieve some of the proposed reporting expectations, especially related to property taxes. For example, San Jacinto College Central Campus draws students from all across the taxing district, and there is no clear methodology how those revenues should be allocated. • Posting Mental Health Resources on College Website House Bill (HB) 2895 - This builds on existing requirements to post mental health resources. It clarifies that information on services is required, regardless of whether or not the institution is the provider. • Bachelor Bill (SB 2118) - Community colleges were authorized to offer bachelor degrees based on the following criteria. Community colleges will receive state funding based on the community college rate (not the higher university rate). Community colleges may not increase tuition and fees for the junior and senior levels of the degree plan. The tuition and fees for the upper level courses must equal the tuition rate for the associate degree program in order to keep the degrees affordable to students. To offer a bachelor degree, the community college must already successfully offer an associate degree in the desired area, and must have proven results in the associate degree program. Community colleges, not already offering bachelor degrees, may not offer more than three bachelor degree programs. Community colleges must
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		<p>demonstrate a workforce need. For the Bachelors of Science in Nursing (BSN), community colleges must show that they have partnerships with area universities to offer the degree and then explain why the partnership does not fully meet the workforce demand. The THECB will determine if a university can meet the need without the community college offering the bachelor degree. The community college taxing district must have a minimum taxable property valuation of \$6 billion. The community college must be in good financial standing. The community college must receive accreditation from the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to offer the bachelor degree. The community college cannot hire faculty away from a university. San Jacinto College intends to pursue the Bachelor of Science in Nursing as well as a Bachelor of Applied Technology in Industrial Management. San Jacinto College provided testimony in both the House and Senate. San Jacinto College invited a hospital and industry partner to testify in both hearings.</p> <p>Dr. Ruede Wheeler asked when we can start providing these courses. Brenda stated that her goal is in 18 months which is dependent on the THECB and SACSCOC processes.</p> <p>Dan Mims asked if the College will have to hire a lot more faculty. Brenda explained that some of our faculty are credentialed for these programs. Also, there are some working on a masters and doctorates, so we have a pipeline.</p> <p>Marie suggested staying in touch with THECB on this. She stated we need to provide them feedback and input on the criteria.</p> <p>Dr. Wheeler asked how to anticipate demand in the areas. Brenda explained that she met with the CEO's in the nursing areas and they provided her with feedback. They are hiring our graduates with associate's degrees and giving them three years to get a bachelor degree. Brenda explained that she also met with industry representatives in applied technology areas and received good feedback.</p>
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		<p>Keith asked if it will be difficult to transition the associate’s students into the bachelor programs. Brenda explained that it should not be a difficult process. The most difficult will be meeting the THECB and SACSCOC requirements.</p> <p>Erica Davis Rouse asked if students have to apply for the program. Brenda explained there will be an application process, and the first cohort size is anticipated to be approximately 30 students. Brenda said the intent at this time is to focus on those with associate’s degrees and not attempt to bring in entry students interested in the bachelors. She is concerned, if in the future, there may not be a need for associates in nursing. The Board members thought this is where the needs are headed in the future, so offering a BSN will help address that potential change.</p> <p>Additional legislative changes:</p> <ul style="list-style-type: none"> • Degree Plan Filing (HB 655) – This requires a student to file a degree plan no later than the end of the second regular semester (semester immediately following the semester in which the student earned a cumulative total of 30 or more semester credit hours). San Jacinto College is already doing this, so this will have little impact. • Dual Credit Funding for Core Only (SB 1091) – This impacts the funding that community colleges will receive for dual credit. This could have impacted our acceleration programs with Galena Park, Channelview, Deer Park, and La Porte. For dual credit programs, not early college high school or acceleration models, community colleges cannot be funded for courses outside the core curriculum. We were successful in adding the accelerated programs to this bill, so it does not adversely impact the acceleration dual credit programs. • Statewide Goals for Dual Credit (HB 1638) – This requires the Texas Education Agency and the Texas Higher Education Coordinating Board (THECB) to develop and align goals across dual credit programs. • Establish Pilot Program for a Hospital to Offer Dual Credit (HB 2917) – This allows hospitals to offer dual credit if they have THECB approval to award a degree or Texas Workforce Commission (TWC) approval to offer a program
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		<p>of instruction. This bill is bracketed to the Valley.</p> <ul style="list-style-type: none"> • Governing Board of Trinity Valley Community College (SB 286) - This allows the Board to increase to 11 members. • Governing Board of Weatherford College (HB 2194) – This allows board representation from outside the taxing district. The board member from outside the district will not be allowed to vote regarding the imposition of a tax. • Electronic Reporting (HB 2229) - Institutions of higher education are required to provide an option for an enrolled student, or an employee of the institution, to electronically report to the institution an allegation of sexual assault, family violence, or stalking committed against or witnessed by the student or employee, regardless of the location at which the alleged offense occurred. The option to report anonymously is also required. • Human Trafficking Training (SB 128) - Requires truck driving programs to include a video about how to identify human trafficking and how to report it (this video already exists). A viewing of the video will be required in order to obtain a commercial truck driving license. San Jacinto College was asked to offer testimony on this bill, and the College already requires the training. • Open Educational Resources (OER) Use (SB 810) – This bill creates an OER grant program to encourage wider adoption of OER. SB 810 calls for a feasibility study on a state repository of OER resources. • Recruit Texas (HB 108) - This bill allows funding through the Texas Workforce Commission to recruit companies to Texas. San Jacinto College was asked to offer testimony. • Reporting Requirements for the College Credit for Heroes Program (HB 493) - Colleges are required to report the number of academic or workforce education semester credit hours awarded under the College Credit for Heroes Program and applied toward a degree or certificate. The reporting requirement begins with the most recent academic year (2016-2017).
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Brenda provided an update on the 85th Legislative Special Session. She gave an overview of the areas of potential impact to community colleges. There are 20 items called in the Special Session which begins Tuesday, July 18, 2017. The majority of the bills deal with local government issues, education, and health and human services. There are two bills that will be of interest to San Jacinto College, and could have an impact on our operations.

- The Bathroom Bill – We will monitor this bill wording for impact on San Jacinto College.
- Tax Rollback Bill - During the regular session, SB 2 was the tax rollback bill which requires an automatic rollback election at 4 percent. Currently, the rollback rate is 8 percent. The Senate passed SB 2 during the regular session at a 5 percent rollback rate, the same rate in affect before the Great Recession of the 1980's. Community colleges are being asked to be excluded from this bill.
- School Finance is another issue to watch.

We will closely watch other bills that could impact our region and municipal partners.

San Jacinto College is working with our Federal Legislators on several initiatives. Brenda pointed out that during a recent American Association of Community Colleges (AACC) Advocates in Action Fly-in, Teri Crawford met with James Redstone, professional staff for the House Education and Workforce committee. Mr. Redstone is looking for assistance in coming to an understanding of our industry partners in the region and the ways in which we work with them to inform curriculum. He is seeking specific examples.

Brenda explained that a Consortium of Community Colleges is working on several Center of Excellence designations which will allow additional funding to build upon specific workforce programs. San Jacinto College is part of this consortium. The intent is that these centers of excellence will come with a \$1 million award for three years, if Congress passes both the authorization and the funding. The Center of Excellence for Advanced Manufacturing was authorized by the last Congress and signed by President Obama. San Jacinto College is

		<p>applying for this designation. This Center of Excellence did have funding allocated. The Center of Excellence for Maritime Training went through to conference committee and was attached to a broader Energy bill. The Energy bill died which meant that our initiative also died. The Maritime Center of Excellence legislation was reintroduced this year by Congressman Gene Green. It has passed out of the House committee. It is also being championed by Senator John Cornyn and has already come out of Senate committee. We are hoping that this will continue moving forward, and pass. At this time, the Maritime Center of Excellence designation does not include funding.</p> <p>The Board members had additional discussion on the bill regarding property tax rates. Brenda stated this is her area of concern for the special session.</p>
<p>IV.</p>	<p>Review of 2017 – 2018 Budget</p>	<p>Brenda explained that the budget was previously reviewed at the Finance Committee meeting and Chet will give a detailed presentation in the Public Budget Hearing.</p> <p>Brenda received questions from Board members on property taxes and tuition and fees. She asked Chet to provide background on these two items now.</p> <p>Chet explained that the property tax revenue increased by approximately \$3.6 million. The Property Tax Revenue was budgeted using the same Maintenance & Operations rate as Fiscal Year 17 and a small increase in the debt service rate for Fiscal Year 18. The preliminary estimated increase to Total Assessed Value (TAV) is 2.60% for a projected total of \$51.85 billion. The increase in the debt service rate for voter approved bond issuances is \$1.1 million.</p> <p>Marie asked if the tax projections are conservative. Chet stated the projections are pretty conservative. He used the lower end estimate for the projected increase. The certified tax rolls will be received at the end of August, and we can review our numbers and update accordingly.</p> <p>Marie pointed out that based on last year’s budget in comparison to this year’s budget, we are not budgeting for an increase in tuition and fees. Chet explained that the overall enrollment increase for Fiscal Year 17 was not met, and this year’s budget was adjusted for this change. Additionally, for Fiscal Year 18, a small enrollment</p>

		<p>increase was budgeted with much of that being in dual credit enrollment which causes the exemption to increase (reduction to revenue).</p> <p>Marie asked what caused the decrease in federal, state, and local grants dollars for 2018. Chet explained that there are a few grants with anticipated lower revenues.</p> <p>Larry asked about the “to be allocated” items on page 26 of the draft budget. Chet explained that this is for raises and other increases in part time salaries that are not completely allocated to departmental budgets. Brenda suggested that next year, a goal is to allocate those ahead of the budget being finalized.</p> <p>Brenda said the action item includes approval of a salary pool of \$2.6 million which is for merit raises and the related benefits. The percentages for merit increases based on performance ratings are as follows: 3.00 percent for valuable ratings, 3.5 percent for notable ratings, and 4.25 percent for exceptional ratings.</p> <p>Brenda explained that this is the first time to approve the budget in July. Brenda and the Board thanked Chet and his team for their work. The Board members did not have any additional questions.</p>
<p>V.</p>	<p>Update on 2017 – 2018 Annual Priorities</p>	<p>Brenda gave an overview of the proposed 2017-2018 annual priorities. The main changes from last year’s annual priorities are the Open Educational Resources (OER) item was incorporated into the Pathways priority instead of keeping it as a separate item. We will continue to provide the Board updates on the OER work. Pathways will continue to be a priority. The Strategic Leadership Team added SACSCOC reaffirmation work as an annual priority. Fiscal accountability and responsibility will include work on redesigning and implementing new budget processes focusing on strategic priorities, enhancing revenues, and eliminating activities that do not enhance student success.</p> <p>Dr. Wheeler asked how we are going to address the issue of the dual credit growth. Brenda and the Board members discussed that the current dual credit model must be reviewed in order to determine long-term sustainability. Chet is working on an analysis of the enrollment trends, waivers, revenues including State contact hours and success</p>

		<p>points, and expenses including facility impacts. Marie said the dual credit and early college high school students have higher success rates which helps us with performance funding as well.</p> <p>Larry mentioned that he saw a new building by Memorial High School which is an early college high school (ECHS). Brenda explained that Pasadena is expanding to four additional ECHS's, and the freshman and sophomores will be housed at these buildings at each high school. The juniors and seniors will be on our campuses.</p> <p>Brenda stated that a dual credit agreement will most likely come to the Board in August because for the SACSCOC reaffirmation the College is required to have agreements with each of our independent school districts. This agreement will capture current arrangements for these programs and will be revised as we continue to develop a plan for the future.</p> <p>Brenda stated that the Bond Programs, Talent and Organizational Development, and Positioning for the Future are still annual priorities for next year.</p> <p>Each Strategic Leadership Team member will have their teams create action plans for accomplishing each annual priority. The Board will be asked to approve the annual priorities in August.</p>
VI.	Complete Conflict of Interest Forms	The Board members completed their conflict of interest forms.
VII.	Update Biographies	The Board members updated their biographies to be used on the College website and other publications.
VIII.	Review of Calendar	Brenda Hellyer reviewed the calendar with the Board.
IX.	General Discussion of Meeting Items	Keith stated that during the Board meeting, he would like for the Chair to take a vote on Purchase Request #3 separately from the remaining purchasing items.
X.	Adjournment	Workshop adjourned at 6:42 p.m.

**San Jacinto College District
Public Budget Hearing and Regular Board Meeting Minutes**

July 10, 2017

The Board of Trustees of the San Jacinto Community College District met at 7:00 p.m., Monday, July 10, 2017, in Room 104 of the Thomas S. Sewell District Administration Building, 4624 Fairmont Parkway, Pasadena, Texas, for the Public Budget Hearing followed by the Regular Board Meeting.

Board of Trustees: Erica Davis Rouse, Assistant Secretary
Marie Flickinger, Chair
Dan Mims, Vice Chair
John Moon, Jr.
Keith Sinor, Secretary
Dr. Ruede Wheeler
Larry Wilson

Chancellor: Brenda Hellyer

Others Present: Joshua Banks Bill Powell
Dean Barnes Bill Raffetto
Michelle Callaway Regina Ram
Pam Campbell Eman Saleh
Teri Crawford Denetria Salyer
Susan DeBlanc Kelly Simons
Bill Dickerson Debbie Smith
Chris Duke Danny Snooks
Ken English Rob Stanicic
Amanda Fenwick Janice Sullivan
George González Van Wigginton
Allatia Harris Qeturah Williams
Joseph Hebert Laurel Williamson
Mark Johnson
Brenda Jones
Bryan Jones
Tami Kelly
Chet Lewis
Kevin McKisson
Amanda McLaughlin
Catherine O'Brien
Alexander Okwonna
Jeff Parks

Public Budget Hearing:	<p>Chair Marie Flickinger called the Public Budget Hearing to order at 7:00 p.m. Chet Lewis reviewed the 2017 – 2018 budget presentation. There were no comments from the public.</p> <p>The hearing was adjourned at 7:14 p.m.</p>
Call the Meeting to order:	<p>Chair Marie Flickinger called the Regular Meeting of the Board of Trustees to order at 7:14 p.m.</p>
Roll Call of Board Members:	<p>Erica Davis Rouse Dan Mims John Moon, Jr. Keith Sinor Dr. Ruede Wheeler Larry Wilson</p>
Invocation and Pledges to the Flags:	<p>The invocation was given by Alexander Okwonna. The pledges to the American flag and the Texas flag were led by Keith Sinor.</p>
Special Announcements, Recognitions, and Presentations:	<ol style="list-style-type: none"> 1. Dr. Brenda Jones recognized the South Campus Pharmacy Tech Students. Those present were students Denetria Salyer and Eman Saleh, faculty member Regina Ram, and Dean of Natural and Health Science, Dr. Alexander Owkonna. Amanda McLauchlin, Coalition Manager, attended on behalf of the Bay Area Alliance for Youth and Families.
Student Success Presentations:	<ol style="list-style-type: none"> 1. George González presented an update on the 2017 Texas Higher Education Almanac.
Communications to the Board:	<ol style="list-style-type: none"> 1. A thank you was sent to the Board from Susan Eason, for the plant sent in memory of her father. 2. A thank you was sent to the Board from Chad Clark, for the plant sent in memory of his mother. 3. A thank you was sent to the Board from Congressman Weber, for the plant sent in memory of his father.
Hearing of Such Citizens or Groups of Citizens Desiring to be Heard Before the Board:	<p>There were no citizens desiring to be heard before the Board.</p>
Informative Reports:	<p>Marie Flickinger indicated such reports were in the Board documents.</p>

**Motion 9791
Consideration of
Approval of
Amendment to
the 2016-2017
Budget for
Restricted
Revenue and
Expenses Relating
to Federal and
State Grants**

Motion was made by Larry Wilson, seconded by Keith Sinor, for Approval of Amendment to the 2016-2017 Budget for Restricted Revenue and Expenses Relating to Federal and State Grants.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

**Assignment for
Board
Committees and
San Jacinto
College
Foundation – For
Information Only**

Marie Flickinger communicated the Assignments for the Board Committees and San Jacinto College Foundation.

Finance Committee 1. Dr. Ruede Wheeler, Committee Chair
 2. Keith Sinor
 3. Larry Wilson

Building Committee 1. Dan Mims, Committee Chair
 2. Erica Davis Rouse
 3. John Moon, Jr.

San Jacinto College Foundation (SJCF)

The following trustees will serve on the Board of Directors for the SJCF:

1. Dr. Ruede Wheeler
2. Larry Wilson

**Motion 9792
Consideration of
Approval of
Proposed Budget
for 2017 - 2018**

Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of Proposed Budget for 2017 – 2018.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

**Motion 9793
Consideration of
Approval of
Articulation
Agreement with
Stephen F. Austin
School of Honors**

Motion was made by John Moon, Jr., seconded by Larry Wilson, for approval of Articulation Agreement with Stephen F. Austin School of Honors.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson
Nays: None

**Motion 9794
Consideration of
Purchasing
Requests**

Marie Flickinger stated the Board will consider all purchasing items except Purchase Request #3 on Method of Procurement and Funding – South Campus Softball Field Improvements. These items total \$758,977. Motion was made by Dan Mims, seconded by Erica Davis Rouse, for approval of the purchasing requests as stated by Chair Flickinger.

Purchase Request #1 Additional Funds for Landscaping Services	\$122,500
Purchase Request #2 Renewal of Student Athletic Accident Insurance	122,277
Purchase Request #4 Change Order for North CIT Facility	250,000
Purchase Request #5 Additional Funds for Petrochemical Consulting Services	162,200
Purchase Request #6 Data Center Power Systems	<u>102,000</u>
TOTAL OF PURCHASE REQUESTS	\$758,977

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

**Motion 9795
Purchase Request
#3 – Method of
Procurement and
Funding – South
Campus Softball
Field
Improvements**

Motion was made by Larry Wilson, seconded by Dan Mims, to approve Purchase Request #3 – Method of Procurement and Funding – South Campus Softball Field Improvements. There is no dollar amount on this item because it is a method of procurement.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Wheeler, Wilson

Nays: Sinor

**Motion 9796
Consent Agenda**

Motion was made by Dr. Ruede Wheeler, seconded by Keith Sinor, to approve the consent agenda.

Motion Carried.

Yeas: Davis Rouse, Mims, Moon, Jr., Sinor, Wheeler, Wilson

Nays: None

Adjournment:

Meeting Adjourned at 7:37 p.m.

ADMINISTRATION RECOMMENDATION/REPORT

The administration recommends that the Board of Trustees approve budget transfers for 2016-2017 which have been made in accordance with State accounting procedures.

BACKGROUND

Adoption of the budget by the Board of Trustees in August of each year serves as the authorization to expend funds for the next fiscal year. The budget is adopted by functional classification (or cost elements: Instruction, Academic Support, Student Services, Institutional Support, and Operation and Maintenance of Plant) as defined by the National Association of College and University Business Officers (NACUBO). Realizing that the budget is a viable document that reflects the evolving needs of the College in terms of meeting goals and objectives, occasional movement of budgeted funds between cost elements is desirable and warranted. The budget transfers under consideration represent previously authorized expenditures that are requested to be reclassified from one cost element to another cost element.

IMPACT OF THIS ACTION

Approval of the budget transfers will allow the College to more effectively utilize existing resources in fulfilling its instructional objectives.

BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)

This request is a reclassification of existing authorizations.

MONITORING AND REPORTING TIMELINE

None

ATTACHMENTS

Attachment 1 – Budget Transfers

RESOURCE PERSONNEL

Chet Lewis	281-998-6306	chet.lewis@sjcd.edu
Mini Izaguirre	281-998-6347	mini.izaguirre@sjcd.edu

SAN JACINTO COLLEGE DISTRICT
 Budget Transfers For The August 14, 2017 Board Meeting
 Budget Transfers Related to Fiscal Year 2016 - 2017

ELEMENT OF COST	DEBIT	CREDIT
DISTRICT		
INSTRUCTION	\$ -	\$ -
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	1,900	259,467
STUDENT SERVICES	261,917	98,248
INSTITUTIONAL SUPPORT	46,000	
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
CENTRAL		
INSTRUCTION	28,300	-
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	-	-
STUDENT SERVICES	-	16,750
INSTITUTIONAL SUPPORT	-	-
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
NORTH		
INSTRUCTION	2,650	1,000
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	1,000	-
STUDENT SERVICES	-	-
INSTITUTIONAL SUPPORT	-	-
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
SOUTH		
INSTRUCTION	9,446	5,002
PUBLIC SERVICE	-	-
ACADEMIC SUPPORT	31,800	4,646
STUDENT SERVICES	2,100	-
INSTITUTIONAL SUPPORT	-	-
PHYSICAL PLANT	-	-
AUXILIARY ENTERPRISES	-	-
	\$ 385,113	\$ 385,113

These transfers reflect adjustments of budgetary allocations between campuses and departments.

RECOMMENDATION

The administration recommends that the Board approve the following Affiliation Agreements:

Central Campus

Department

Affiliation Entity

Eye Care Technology Program

Texas Children’s Hospital

Medical Imaging

Memorial Hermann Ambulatory Services

Occupational Therapy Assistant
(Central and South Campus)

Memorial Hermann Southeast Hospital
(Amendment)

South Campus

Department

Affiliation Entity

Occupational/Physical Therapy
Assistant Program

Memorial Hermann Southwest Hospital

Pharmacy Technician Program

Nitya Inc. (Royal Pharmacy)

Physical Therapy Assistant Program

The Medical Center of Southeast Texas

North Campus

Department

Affiliation Entity

Emergency Medical Technician

City of Baytown

Emergency Medical Technician

Friendswood Fire and Emergency Medical Services

Emergency Medical Technician

Pearland Fire Department

Emergency Medical Technician

City of La Porte Emergency Medical Services

Nursing

Kindred Hospital-The Heights

Health Information Management

Kindred Hospital Houston Northwest

Mental Health

Texas Department of Criminal Justice

RATIONALE

The Affiliation Agreements were reviewed by the College’s external legal counsel.

FISCAL IMPLICATIONS TO THE COLLEGE

N/A

CONTACT PERSONNEL

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Laurel Williamson

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Item "E"
Regular Board Meeting August 14, 2017
Approval of the Next Regularly Scheduled Meeting

RECOMMENDATION

The next regularly scheduled meeting of the Board of Trustees will be Monday, September 11, 2017.